



**NATIONAL TRANSPORTATION SAFETY BOARD**

Office of Aviation Safety  
Washington, D.C. 20594

September 17, 2019

**Attachment 11 – Pilot Training Records**

**OPERATIONAL FACTORS/HUMAN PERFORMANCE**

**CEN19FA072**



**VIKING Aviation, LLC**  
**Form 106T**

**Pilot Records Checklist**

**1<sup>st</sup> Prong**

- Pilot Records Checklist (VIKING Aviation Form 106T)
- Medical
- License
- Resume
- Pilot Information

**2<sup>nd</sup> Prong**

- FAA 8410
- Flight Duty Assignment
- Ground Training Certificate
- Flight Training Certificate
- General Training Checklist
- Miscellaneous Training Form
- Miscellaneous Training

**3rd Prong**

- PRIA Results
- PRIA

**4<sup>th</sup> Prong**

- Past Employment Information *N/A*

*J MVT*

Pre-employment Drug Test Date: 4/16/18

Initial Flight Training Date: 4/23/18

VIKING AVIATION LLC

PILOT'S HISTORY & EXPERIENCE (RESUME)

NAME: Jennifer Lynn Topper	CERTIFICATE # / TYPE: [REDACTED] CPL
ADDRESS: [REDACTED]	RATINGS: Commercial, Instrument, CFII - Rotocraft Private, Instrument - Airplane SEL
CITY: Bend STATE: OR	LIMITATIONS: None
ZIP: 97702 PHONE: [REDACTED]	HIRE DATE: 4-23-2018
FLIGHT TIMES	MEDICAL CERTIFICATES
AS PILOT: 1855	CLASS: FIRST <input checked="" type="checkbox"/> SECOND [ ]
CROSS COUNTRY DAY: 518	DATE OF EXAM: 11-08-2017
CROSS COUNTRY NIGHT: 157	EXPIRES: 11-30-2019

AERONAUTICAL EXPERIENCE

TOTAL TIME: 1855 TURBINE ROTOR: 589 NIGHT: 264  
TOTAL PIC: 1787 PISTON ROTOR: 1125.4 OFFSHORE Ø  
TOTAL ROTOR: 1702.3 MULTI ROTOR: Ø MOUNTAIN: 723  
BHT 206 SERIES: 14.9

VIKING AVIATION LLC  
PILOT INFORMATION SUMMARY

NAME: Jennifer Lynn Topper	TOTAL HELICOPTER HOURS: 1702.3
CERTIFICATE NUMBER/TYPE: [REDACTED] CPL	TOTAL BHT 206 HOURS: 14.9
CLASS AND DATE OF MEDICAL: 1st class 11.08.2017	TOTAL AIRPLANE HOURS: 152.7
TOTAL IFR HOURS: 104	TOTAL TIME: 1855

FACTORY SCHOOLS ATTENDED:

Robinson Factory training

OTHER TRAINING:



**VIKING AVIATION LLC**  
**dba**  
**SURVIVAL FLIGHT**  
**HAA/AAA Pilot**

**DEPARTMENT:** Aviation

**SUMMARY:**

Pilots are responsible for the safe and professional operation of the aircraft to facilitate care for critically ill and/or injured patients. Pilots must possess superior aviation skills and the ability to effectively interact with internal and external customers. The Pilot functions as a professional representative of Viking Aviation LLC dba Survival Flight and shall support and uphold the tasks at hand, vision, and values of Viking Aviation LLC dba Survival Flight at all times, while assuring that safety remains the highest priority throughout the transport continuum.

**ESSENTIAL DUTIES & RESPONSIBILITIES**

- Perform pre and post-flight inspections.
- Working with the Communication Specialist/OCS; plan flights, analyze weather conditions and provide any required information
- Maintenance of logs, records and reports as required.
- Assist in loading and unloading patients, passengers and other cargo.
- Other duties as assigned.

**QUALIFICATIONS**

The qualifications listed are representative of those required to successfully fulfill job responsibilities.

**MINIMUM QUALIFICATIONS FOR HIRE:**



- High School Diploma or equivalent.
- Commercial Certificate or Airline Transport Pilot (ATP) Certificate with Instrument Rating.
- Current Class 1 or 2 Medical Certificate with the ability to maintain the certificate.
- 2000 Pilot In Command hours.

AIRMAN COMPETENCY/PROFICIENCY CHECK FAR 135				LOCATION KBVX		DATE OF CHECK 04/27/2018	
NAME OF AIRMAN (last, first, middle initial) Topper, Jennifer L.				TYPE OF CHECK FAR 135.293 <input checked="" type="checkbox"/> FAR 135.297 <input type="checkbox"/> FAR 135.299 <input checked="" type="checkbox"/>		DATE OF CHECK 04/27/2018	
PILOT CERTIFICATION INFORMATION: Grade Commercial Number: [REDACTED]		MEDICAL INFORMATION: Date of Exam. 11/08/2017		Date of Birth 10/19/1984		Class First	
EMPLOYED BY: 2VKA Viking Aviation LLC		BASED AT (City, State) Batesville, AR		TYPE OF AIRPLANE (Make/Model) BHT 206		Simulator/Training Device (Make/Model)	
NAME OF CHECK AIRMAN Joseph L Lawrence		SIG. OF CHECK AIRMAN [REDACTED]		FLIGHT TIME 1.2 Flight time 1.1 Oral		N7495F N205FC	
*FLIGHT MANEUVERS GRADE (S - Satisfactory U - Unsatisfactory)							
PILOT				Air-craft		Simu-lator	
				Trng. Dev.		Trng. Dev.	
PREFLIGHT				HELICOPTER			
1. Equipment Examination (Oral or Written) S				1. Ground and/or Air Taxi S			
2. Preflight Inspection S				2. Hovering Maneuvers S			
3. Taxiing /				3. Normal and Crosswind T.O. & Landings S			
4. Powerplant Checks S				4. High Altitude Takeoffs & Landings S			
TAKEOFFS				5. Sim. Engine Failure S			
5. Normal /				6. Confined Areas, Slopes, & Pinnacles S			
6. Instrument /				7. Rapid Deceleration (Quick Stops) S			
7. Crosswind /				8. Autorotations (Single Engine) S			
8. With Simulated Powerplant Failure /				9. Hovering Autorotations (Single Engine) S			
9. Rejected Takeoff /				10. Tail Rotor Failures (Oral) S			
INFLIGHT MANEUVERS				11. Settling With Power (Oral or Flight) S			
10. Steep Turns /				SEAPLANE OPERATIONS			
11. Approaches to Stalls /				1. Taxiing, Sailing, Docking /			
12. Specific Flight Characteristics /				2. Step Taxi & Turns /			
13. Powerplant Failure /				3. Glassy/Rough Water T.O. & Landings /			
LANDINGS				4. Normal Takeoff & Landings /			
14. Normal /				5. Crosswind T.O. & Landings /			
15. From an ILS /				OTHER			
16. Crosswind /				6. Ski Plane Ops. (when applicable) /			
17. With Simulated Powerplant(s) Failure /				GENERAL			
18. Rejected Landing /				7. Judgment S			
19. From Circling Approach /				8. Crew Coordination S			
EMERGENCIES				AIRMAN COMPETENCY INFORMATION:			
20. Normal and Abnormal Procedures S				Demonstrated Current Knowledge FAR 135.293(a) Make/Model Expires (12 months) (04/2019)			
21. Emergency Procedures S				Demonstrated Competency FAR 135.293(b) Make/Model Expires (12 months) (04/2019)			
INSTRUMENT PROCEDURES				Satisfactorily Demonstrated Line Checks FAR 135.299 (12 months) (04/2019)			
22. Area Departure /				Satisfactorily Demonstrated Current Knowledge FAR 61.57 (g) (NVG) (12 months) (04/2019)			
23. Holding /				Use of Autopilot (is) (is not) Authorized. Expires (12 months) (NA)			
24. Area Arrival /				REMARKS			
25. ILS Approaches /				Unusual Altitude recovery - S			
26. Other Instrument Approaches S				Flat light, brownout and whiteout recovery training - S			
Approaches: NDB/ADF /				NVG PIC check - S Simulated NVG failure - S			
VOR /				Base Month: April			
ILS /							
Other (Specify) GPS S							
27. Circling Approaches /							
28. Missed Approaches S							
29. Comm. / Nav. Procedures S							
30. Use of Auto Pilot /							
RESULT OF CHECK <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved		CHECK AIRMAN'S PERFORMANCE (FAA Only)		<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
REGION		DISTRICT OFFICE		FAA INSPECTOR'S SIGNATURE			

VIKING AVIATION LLC

**FLIGHT DUTY ASSIGNMENT**

The following individual is assigned duties as:

		SIGNATURE	DATE
BHT 206 Series	Pilot-In-Command		4-27-18
			4-27-18

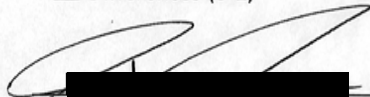
**VIKING AVIATION LLC**  
**Certificate of Ground Training**

This certifies that JENNIFER TOPPER  
has received the ground training indicated in accordance with Viking Aviation approved Training Manual prior to serving as PIC under Air Carrier Certificate number 2VKA986M.

Aircraft: BHT 206 Series    Category of training: (circle one) ~~Initial~~ Recurrent / Requalification

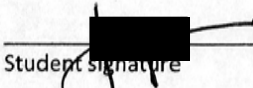
Training included but was not limited to the areas indicated.

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Basic Indoctrination (2-1)             | <input checked="" type="checkbox"/> Air Ambulance HAA (9-2)   |
| <input checked="" type="checkbox"/> Crew Resource Management (3-1)         | <input checked="" type="checkbox"/> Controlled Flight Into Terrain CFIT (9-3)                         |
| <input checked="" type="checkbox"/> General Emer. Situation Training (4-2) | <input checked="" type="checkbox"/> Operations in Flat Light, Brownout or Whiteout conditions (9-3.1) |
| <input checked="" type="checkbox"/> General Emergency Drill Training (4-3) | <input checked="" type="checkbox"/> Night Vision Goggles (NVG) (9-4)                                  |
| <input checked="" type="checkbox"/> Aircraft General (5-1B)                | <input checked="" type="checkbox"/> Hazardous Materials Training (10-1)                               |
| <input checked="" type="checkbox"/> Aircraft Specific Systems (5-1C)       | <input checked="" type="checkbox"/> HTAWS   |
| <input checked="" type="checkbox"/> Aircraft Systems Integration (5-1D)    | <input type="checkbox"/> _____  |
| <input checked="" type="checkbox"/> Differences (8-1)                      |   |

  
\_\_\_\_\_  
Instructor signature

4-27-18  
\_\_\_\_\_  
Date

JOSEPH LAWRENCE  
\_\_\_\_\_  
Instructor print

  
\_\_\_\_\_  
Student signature

4-27-18  
\_\_\_\_\_  
Date



**VIKING AVIATION LLC**

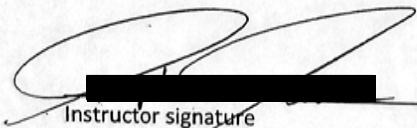
**Certificate of Flight Training**

This certifies that JENNIFER TOPPER  
has received the flight training indicated in accordance with Viking Aviation approved Training Manual prior to serving as PIC under Air Carrier Certificate number 2VKA986M.

Aircraft: BHT 206 Series    Category of training: (circle one) ~~Initial~~ / Recurrent / Requalification

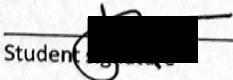
Training included but was not limited to the areas indicated.

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Preflight Procedures        | <input checked="" type="checkbox"/> Systems & Equipment                 |
| <input checked="" type="checkbox"/> Airport/Heliport Procedures | <input checked="" type="checkbox"/> Night Operations                    |
| <input checked="" type="checkbox"/> Hovering maneuvers.         | <input checked="" type="checkbox"/> Post flight Procedures              |
| <input checked="" type="checkbox"/> Takeoff, Landing, Go-Around | <input checked="" type="checkbox"/> Air Ambulance HAA                   |
| <input checked="" type="checkbox"/> Performance Maneuvers       | <input checked="" type="checkbox"/> Controlled Flight Into Terrain CFIT |
| <input checked="" type="checkbox"/> Navigation                  | <input checked="" type="checkbox"/> HTAWS                               |
| <input checked="" type="checkbox"/> Emergency Operations        | <input checked="" type="checkbox"/> Flat light, White out and Brown out |
| <input checked="" type="checkbox"/> Special Operations          | <input checked="" type="checkbox"/> Night Vision Goggles (NVG)          |
| <input checked="" type="checkbox"/> Instrument Procedures       |   |

  
\_\_\_\_\_  
Instructor signature

4-27-18  
\_\_\_\_\_  
Date

JOSEPH LAWRENCE  
\_\_\_\_\_  
Instructor print

  
\_\_\_\_\_  
Student

4-27-18  
\_\_\_\_\_  
Date

VIKING AVIATION LLC PIC BHT 206		General Training Checklist Page 1	
Use for all categories. Mark applicable areas.		Name: <b>JENNIFER TOPPER</b>	
<b>2 Basic Indoctrination</b>		Date Complete	Trainer
Duties and Responsibilities		4-23-18	[Redacted]
Appropriate Provisions of 14 CFR			
Contents of Certificate and OpSpecs			
Operational Control			
Weight and Balance-General			
Aircraft Performance & Airport Analysis			
Meteorology			
Navigation			
Normal and emergency Communications			
Procedures			
Airspace & ATC Procedures			
EnRoute & Terminal Area Charting			
Concepts of Instrument Procedures			
Drug/Alcohol Testing & Training			
<b>3 Crew Resource Management Training</b>		4-9-18	[Redacted]
PIC Authority			
Communication Processes			
Building and maintenance of a flight team			
Workload and time management			
Situational awareness			
Effects of fatigue			
Effects of stress			
Aeronautical Decision making			
<b>4 Emergency Training</b>		4-24-18	[Redacted]
Situation Training			
Flightcrew Member Duties and Responsibilities			
Crew Coordination and Company Communication			
Aircraft Fires			
First Aid Equipment			
Illness, Injury, and Basic First Aid			
Ground Evacuation			
Ditching			
Previous Aircraft Accidents/Incidents			
Basic Survival Training			
Crewmember Incapacitation			
Hijacking and Other Unusual Situations			
Drill Training			
Portable Fire Extinguishers			
Emergency Exits			

VA Form T-404

VIKING AVIATION LLC PIC BHT 206	General Training Checklist Page 2	
Use for all categories. Mark applicable areas.	Name: <b>JENNIFER TOPPER</b>	
<b>5 Aircraft Ground Training</b>	Date Complete	Trainer
Dispatch, Flight Release, & Flight Locating	4-26-18	
Weight & Balance Procedures		
Adverse Weather Conditions		
Communication & Navigation Procedures		
Performance Characteristics		
Aircraft General Equipment and Furnishings		
Passenger Restraint Systems		
Powerplants		
Electrical		
Hydraulics		
Fuel		
Air Conditioning and Pressurization		
Flight Controls		
Landing Gear and Brakes		
Ice and Rain Protection		
Navigation Equipment		
Flight Instruments		
Communications Equipment		
Warning Systems		
Fire and Overheat Protection		
Lighting		
Performance		
Use of Checklist		
Flight Planning		
Display Systems		
Navigation Equipment		
Cockpit Familiarization		
<b>8 Differences</b> BHT 407	4-26-18	
<b>9 Special Areas</b>		
Air Ambulance	4-25-18	
CFIT		
Operation in Flat Light, Brownout or Whiteout conditions		
Night Vision Goggles (NVG)	U	
<b>10 Hazardous Materials (Will -Carry)</b>	4-24-18	



# Fire Extinguisher Safety

## CERTIFICATE OF COMPLETION

This is to acknowledge that

Jennifer Topper

Has completed the online training and successfully passed the examination for the Fire Extinguisher Safety course in compliance with federal regulations: OSHA 29 CFR 1910.157. [Record ID #158082630] Survival Flight Inc.

  
Ted Cudal, CSP, CHMM, CHCM, EMS-LA

December 27, 2018

Date of Training

Certificate issued by TargetSolutions

**TARGETSOLUTIONS**

Occupational & Environmental Courseware  
San Diego, CA

# Bloodborne Pathogens Safety

CERTIFICATE OF COMPLETION  
This is to acknowledge that

Jennifer Topper

Has completed the online training and successfully passed the examination of the Bloodborne Pathogens Safety course in compliance with federal regulations: OSHA 29 CFR 1910.1030. [Record ID #160416308] Survival Flight Inc.

  
Ted Cudal, CSP, CHMM, CHCM, EMS-LA

December 27, 2018  
Date of Training

Certificate issued by TargetSolutions

**TARGETSOLUTIONS**

Occupational & Environmental Courseware  
San Diego, CA


# General HIPAA Awareness

## CERTIFICATE OF COMPLETION

This is to acknowledge that

Jennifer Topper

has completed the online training and passed the examination for the General HIPAA Awareness course. [Record ID #158082390] Survival Flight Inc.

  
Ted Cudal, CSP, CHMM, CHCM, EMS-LA

December 27, 2018

Date of Training

Certificate issued by TargetSolutions

**TARGETSOLUTIONS**

Occupational & Environmental Courseware  
San Diego, CA



U.S. Department  
of Transportation  
Federal Aviation  
Administration

Aviation Data Systems  
Branch, AFS-620(PRIA)

P.O. Box 25082  
Oklahoma City, OK 73125-0082

GARY MERCER  
VIKING AVIATION LLC  
305 RUNWAY ROAD HANGAR 50  
[REDACTED]@SURVIVALFLIGHTINC.COM  
BATEVILLE, AR 72501

Control Number: 341620

This is in response to your request of April 23, 2018, under Section 502 of the Pilot Records Improvement Act of 1996, (Public Law 104-264), pertaining to the medical certificate, current airman certificates and associated type ratings, including any limitations to those certificates and ratings; and summaries of legal enforcement actions resulting in a finding of a violation involving JENNIFER LYNN TOPPER, which may include violations on current and previous certificate number(s): [REDACTED]. Your request was received on April 23, 2018.

TOPPER, JENNIFER LYNN

Med Class: 1  
Limitation(s)

Med Date: 11/8/2017  
None

COMMERCIAL PILOT ROTORCRAFT-HELICOPTER INSTRUMENT HELICOPTER	Cert No: [REDACTED]	DOI: 1/24/2017
PRIVATE PRIVILEGES AIRPLANE SINGLE ENGINE LAND INSTRUMENT AIRPLANE LIMITATIONS ENGLISH PROFICIENT.	Cert No: [REDACTED]	DOI: 1/24/2017
FLIGHT INSTRUCTOR ROTORCRAFT-HELICOPTER INSTRUMENT HELICOPTER LIMITATIONS VALID ONLY WHEN ACCOMPANIED BY PILOT CERTIFICATE NO. [REDACTED] EXPIRES: 31 Aug 2019.	Cert No: [REDACTED]	DOI: 8/30/2017

A search of the Enforcement Information System, which excluded the Student Pilot Certificate, on May 1, 2018, revealed no legal enforcement actions resulting in a finding of a violation pertaining to the above airman.

The preceding data was derived from official FAA data systems utilized by AFS-620. Pending legal actions which are not releasable until the case is closed will not appear on this report. Accident/Incident information will also not appear on this report.



Recent additions to an airman's certificate that were issued within 6 to 8 weeks or less preceding the date of this report may not have been processed by the Civil Aviation Registry and consequently, would not appear on the enclosed airman's verification of certificates and/or ratings.

All requests in accordance with the Pilot Records Improvement Act of 1996 may be faxed to: [REDACTED] ATTN: PRIA; or if scanning is available to include signatures, they may be emailed to: [REDACTED]@faa.gov or mailed to the Aviation Data Systems Branch, AFS-620, ATTN: PRIA, PO Box 25082, Oklahoma City, OK 73125.

Additional information including all forms, regulatory and support material may be found at:  
[http://www.faa.gov/pilots/lic\\_cert/pria/](http://www.faa.gov/pilots/lic_cert/pria/)

Additional FAA records may be available as referenced in Advisory Circular AC 120-68 (current edition), paragraph 1-7 and Appendix 9: Additional Pilot Records. Appendix 9 identifies the additional records that may be available to an air carrier or operator and the procedure to request those records. Such records may include an airman's history of accidents, incidents, and enforcement history including open enforcement actions, administrative records, and records of failed practical tests (Notices of Disapproval) if an airman's file contains such records.

In our continuing effort to improve the quality of service to our customers, we would appreciate any comments you may have. Please send your comments to: <http://av-info.faa.gov/feedback/> or contact the AFS-620 Reporting Group at: [REDACTED] A phone menu will direct your call.

Sincerely,

[REDACTED]

Bryan W. Brown  
Manager, Aviation Data Systems Branch  
AFS-620



### FAA RECORDS REQUEST (PRIA)

Pilot Records Improvement Act Of 1996 (PRIA)  
Title 49 U.S.C. § 44703(h), RECORDS OF EMPLOYMENT OF PILOT APPLICANTS, as amended

**Requests for FAA records should be addressed as follows:**

Regular mail through the United States Postal Service (USPS):  Federal Aviation Administration Attn: Aviation Data Systems Branch, AFS-620 (PRIA) PO Box 25082 Oklahoma City, OK 73125-0082	Expedited mail service through the USPS or private carrier:  Federal Aviation Administration Attn: Aviation Data Systems Branch, AFS-620 (PRIA) 6500 S. MacArthur Blvd., ARB Room 313 Oklahoma City, OK 73169
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#### NOTICE

*Request will not be deemed valid unless Parts I and II are completed as specified in the instructions.*

*Pursuant to 49 U.S.C. § 44703(h)(5), the FAA, as a person who receives a request for records under 49 U.S.C. § 44703(h)(1)(A), shall furnish a copy of the requested FAA records to ALL applicants, not later than 30 days after receiving the request.*

#### PART I: FAA RECORDS REQUEST (PRIA)

VIKING Aviation, LLC, 2VKA986M, hereby requests records pertaining  
(Air Carrier Name) (Air Carrier Certificate #)

to the airman consenting in Part II below concerning: (i) current airman medical certificate; (ii) current airman certificates indicating level, category, class, and associated type ratings, including any limitations to those certificates and ratings; and, (iii) summaries of legal enforcement actions resulting in a finding by the Administrator of a violation of Title 49 U.S.C. or a regulation prescribed or order issued under this Title that was not subsequently overturned [as provided by 49 U.S.C. § 44703(h)(1)(A)].

Name: Gary Mercer Title: Director of Operations  
 (Print - Air Carrier Representative) (Print - Title of Air Carrier Representative)

Signature: \_\_\_\_\_ Date: 4-23-18  
 (Air Carrier Representative)

Mailing address: 305 Runway Road Hangar 50  
Batesville, AR 72501  
 \_\_\_\_\_  
\_\_\_\_\_@survivalflightinc.com  
 Telephone \_\_\_\_\_ FAX \_\_\_\_\_

#### PART II: AIRMAN CONSENT FOR THE RELEASE OF RECORDS

I Jennifer Lynn Topper, consent to and authorize the Federal Aviation Administration  
(Print - Airman's First, Middle, and Last Name)

to release records concerning: (i) my current airman medical certificate, (ii) current airman certificates indicating level, category, class, and associated type ratings, including any limitations to those certificates and ratings; and, (iii) summaries of legal enforcement actions resulting in a finding by the Administrator of a violation by me of Title 49 U.S.C. or a regulation prescribed or order issued under this Title that was not subsequently overturned, to the air carrier named in Part I above.

Airman Certificate Number(s): \_\_\_\_\_ CPL

Signature: \_\_\_\_\_ Date: 4.23.2018  
 (Not valid unless signed and dated)

\*Mailing address: \_\_\_\_\_  
 (\*Indicates required information. See Instructions: Part II, item 4)  
Bend, OR 97702

Telephone: \_\_\_\_\_



U.S. Department  
of Transportation  
Federal Aviation  
Administration

## AIRMAN NOTICE AND RIGHT TO RECEIVE COPY – FAA RECORDS (PRIA)

Pilot Records Improvement Act Of 1996 (PRIA)  
Title 49 U.S.C. § 44703(h), RECORDS OF EMPLOYMENT OF PILOT APPLICANTS, as amended

### NOTICE

*Title 49 U.S.C. § 44703(h)(6) requires the person receiving a records request to notify the individual who is the subject of the request within 20 days after receiving the request, and further entitles the individual the right to receive a complete copy of all FAA records furnished in response to the request within 30-days after receiving the request.*

*Title 49 U.S.C. § 44703(h)(7) allows for a reasonable charge for the cost of processing the request and furnishing copies of the requested records.*

### PART I: AIRMAN NOTICE AND RIGHT TO RECEIVE COPY

Jennifer Lynn Topper  
(Airman Name – First, Middle, Last)

[REDACTED] CPL  
(Airman Certificate #)

Pursuant to 49 U.S.C. § 44703(h)(6), you are hereby notified that VIKING Aviation, LLC  
(Air Carrier Name)

2VKA986M submitted an FAA Records Request (PRIA) dated [REDACTED]  
(Air Carrier Certificate Number) (Date of Request)

for your records concerning: (i) current airman medical certificate; (ii) current airman certificates indicating level, category, class, and associated type ratings, including any limitations to those certificates and ratings; and, (iii) summaries of legal enforcement actions resulting in a finding by the Administrator of a violation of Title 49 U.S.C. or a regulation prescribed or order issued under this Title that was not subsequently overturned [as provided by 49 U.S.C. § 44703(h)(1)(A)].

You are hereby notified of your right to receive a copy of any and all records furnished by the Federal Aviation Administration in response to the aforementioned records request, and that you may request a copy of such records by checking yes, signing, and dating in Part II below. **Refer to the NOTICE in the attached instructions.**

### PART II: AIRMAN REQUEST OR NON-REQUEST FOR RECORDS

YES, I want a copy of the furnished records.

NO, I do not want a copy of the furnished records.

(Signature) [REDACTED] (did not sign and dated)

(Date) 4.23.2018

\*Mailing address:

[REDACTED]  
(\*Indicates required information. See Instructions: Part II, item 3)

Bend, OR 97702

Telephone: [REDACTED]



## INSTRUCTIONS

### FAA FORM 8060-10A, AIRMAN NOTICE AND RIGHT TO RECEIVE COPY – FAA RECORDS (PRIA)

Pilot Records Improvement Act Of 1996 (PRIA)  
TITLE 49 U.S.C § 44703(h), RECORDS OF EMPLOYMENT OF PILOT APPLICANTS, as amended

## NOTICE

**Request will not be deemed valid unless completed as specified below.**

This form may be photocopied for use.

This form is available at [http://www.faa.gov/pilots/lic\\_cert/pria/](http://www.faa.gov/pilots/lic_cert/pria/) or <http://forms.faa.gov/>

A separate form must be used for each airman whose records have been requested.

**DO NOT** enter information on this form such as date of birth, social security number, or other information for which the airman may have a reasonable expectation of privacy. \*Mailing address – See Part II Item 3.

**IMPORTANT:** If the applicant receives initial notification of a records request from the hiring air carrier by being provided with a completed and signed copy of Form 8060-10A, which serves as a written notification to the airman IAW 49 U.S.C. § 44703(h)(6), further use of this form is not required. Only Form 8060-10 is to be forwarded to the FAA to request records. All applicants, regardless of whether they have indicated a preference for the receipt of a copy of their records, will be provided with a copy of their PRIA Pilot Profile Letter that is maintained by the FAA and furnished, as requested, to the hiring air carrier. The hiring air carrier maintains the original Form 8060-10A.

**Part I – Airman Notice and Right To Receive Copy:** To be completed by the Air Carrier preparing an FAA Records Request (PRIA). All entries must be completed legibly with black or dark blue ink.

1. Airman's name and certificate number – enter the name and certificate number of the individual who is the subject of the request on FAA Form 8060-10, FAA Records Request (PRIA).
2. Air carrier name and certificate number – enter the name and certificate number of the air carrier making the request on FAA Form 8060-10, FAA Records Request (PRIA).
3. Date – enter the date of the request listed on FAA Form 8060-10, FAA Records Request (PRIA).

**Part II – Airman Request or Non-Request For Records:** To be completed by Airman/Applicant.

All entries must be completed legibly with black or dark blue ink.

1. YES or NO – check the appropriate box to indicate whether you DO or DO NOT want a copy of the records furnished. If requested, copies will be mailed to the mailing address provided. (Refer to the above NOTICE)
2. Signature and date – sign in ink using your legal signature, then enter the date of the request.
3. \*Mailing address – All applicants must ensure that their mailing address, as maintained in FAA records, is complete, accurate, and current. All FAA records mailed to the applicant as the result of a PRIA request, will, for security purposes, be mailed to the address as maintained by the FAA. The applicant, however, should still enter their current mailing address in Part II for confirmation of the valid address.
4. Refer to the above NOTICE. Furnish the applicant with a completed and signed copy of Form 8060-10A, thereby providing a written confirmation that a records request will be made and a copy of FAA records will be received.

### PAPERWORK REDUCTION ACT STATEMENT

Title 49 United States Code (49 U.S.C.) § 44703(h), Records of Employment of Pilot Applicants, as amended, requires all air carriers to request FAA records and Air Carrier and Other Records concerning an individual before allowing that individual to begin service as a pilot. 49 U.S.C. § 44703(h)(8) requires the FAA Administrator to promulgate standard forms to request records. The information entered on the standard forms will be used to facilitate the search and retrieval of the required records. It is estimated that the average burden per respondent associated with this collection of FAA Records is 10 minutes. The requirement to collect and evaluate background information on the pilot, before allowing that pilot to begin service, is mandatory; however, the use of this form is not, although it is highly recommended. An agency may not conduct or sponsor, and a person is not required to respond to, this request for information unless a current and valid OMB control number is prominently displayed. The OMB control number assigned to this collection is 2120-0607. Comments concerning the accuracy of this burden and suggestions for reducing the burden should be directed to the FAA at: 800 Independence Ave SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ABA-20.



VIKING Aviation, LLC  
305 Runway Road  
Hangar 50  
Batesville, AR 72501

Policy Letter 17-01-01

Use of Survival Flight Services LLC PRIA information.

As we move forward with Survival Flight Services LLC (SFS) integration into Arkansas, all Viking Aviation LLC (VA) pilots will complete PRIA requests for SFS. Any updates in PRIA status for SFS can also be shared with VA. The goal will be for the same updated information to be included for all pilot folders and allow for their integration into which every training program and certificate necessary. Folders will look the same and training procedures will be the same and IAW all FAA policies and procedures.

This policy is made from the Director of Operations for both certificates, which currently is the same person, the undersigned below.

[Redacted signature]

Gary E Mercer  
Director of Operations