



# Federal Aviation Administration


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## Memorandum

Date: April 17, 2014

To: See Distribution List

From: James D. Seipel, Acting Manager, Design, Manufacturing, & Airworthiness  
Division, AIR-100 

Prepared by: Elizabeth Bumann, Operational Oversight Policy Branch, AIR-140

Subject: Deviation from Airworthiness Directives Manual for Posting of Incorporation  
by Reference Approval Letters

Memo No.: AIR100-14-140-DM08

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This memorandum approves a deviation to the Airworthiness Directives (AD) Manual, FAA-IR-M-8040.1C, Chapter 11, paragraph 3g, to stop posting Incorporation by Reference (IBR) approval letters from the Office of the Federal Register (OFR) to the AD Docket. The requirement to include “records of approval of IBR documents” is already accomplished with compliance to paragraph 3a to this chapter. As such, the requirements of Chapter 11, paragraphs 3a and 3g, are redundant.

The redundant requirement in Chapter 11, paragraph 3g, will be removed from the next revision of the AD Manual.

If you have any questions or comments, please contact Elizabeth Bumann, AIR-140, at [elizabeth.bumann@faa.gov](mailto:elizabeth.bumann@faa.gov), or at (202) 385-6348.

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