



## LETTER OF UNDERSTANDING

**Between the FAA Safety Team (FAASTeam)**  
**and**  
**Society of Aviation and Flight Educators (SAFE)**

This Letter of Understanding (LOU) establishes an arrangement between the Federal Aviation Administration Safety Team (FAASTeam) and **Society of Aviation and Flight Educators** to promote aviation safety awareness and training to all airmen and industry service providers. This LOU does not create a legal or financial obligation between the undersigned parties, or any liability on behalf of the Federal Aviation Administration (FAA) or any of its employees operating within the scope of their employment in connection with any activities conducted or events held pursuant to this agreement.

Neither the FAA nor the FAASTeam endorses any entity, service, or product by entering into this agreement. The parties to this LOU enter into this agreement voluntarily to pursue a common goal of promoting aviation safety. Either party may terminate this LOU at any time by giving written notice to the other party.

The following reflects the duties and responsibilities agreed to by the undersigned parties to support aviation safety.

The FAASTeam agrees to:

- Establish **Valerie G. Palazzolo**, National FAASTeam Manager, as the Executive Manager for the FAASTeam Industry Member Program, providing leadership and strategic direction.
  - Office Phone: 614-656-8377
  - Cell Phone: N/A
  - Email Address: [valerie.g.palazzolo@faa.gov](mailto:valerie.g.palazzolo@faa.gov)
  
- Establish **Barry Hyde** as the Point of Contact (POC) for the FAASTeam Industry Member Program providing all formal / informal communications, recruitment, and for developing / sustaining long-term relationships with FAASTeam Industry Members.
  - Office Phone: 202-267-1094
  - Cell Phone: N/A
  - Email Address: [barry.hyde@faa.gov](mailto:barry.hyde@faa.gov)
  
- Establish **Fred Kaiser** as the Coordinator for the FAASTeam Industry Member Program administering all aspects and logistics for the program including collateral processes.

The Coordinator; in concert with the POC and the Industry Member identifies opportunities for collaboration and safety outreach.

- Office Phone: N/A
  - Cell Phone: 863-399-8054
  - Email Address: fred.kaiser@faa.gov
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- Recognize **Society of Aviation and Flight Educators'** participation in the FAASafety safety events as a FAASafety Industry member through the FAASafety's airman / service provider website – [www.FAASafety.gov](http://www.FAASafety.gov); the SPANS program, and other national media resources.
  - Provide a link to the **Society of Aviation and Flight Educators** website - [www.safepilots.org](http://www.safepilots.org) on [www.FAASafety.gov](http://www.FAASafety.gov).
  - Work collaboratively with **Society of Aviation and Flight Educators** to develop safety awareness training, products, and industry best practices while discovering ways to provide educational safety outreach for airmen and industry service providers.
  - Participate in press relations and other appropriate channels of communication to announce and maintain awareness of the FAASafety and **Society of Aviation and Flight Educators** arrangements as stated herein.

**Society of Aviation and Flight Educators** agrees to:

- Establish **David St. George**, as the Point of Contact (POC) for the FAASafety to coordinate requests and collaborative efforts.
  - Office Phone: **413-281-6788**
  - Cell Phone: Insert POC cell Phone # if applicable – or put in N/A
  - Email Address: **SAFE@dsflight.com**
- Provide a link to the [www.FAASafety.gov](http://www.FAASafety.gov) website on [www.safepilots.org](http://www.safepilots.org).
- Work collaboratively with the **FAASafety** to develop safety awareness training, products, and industry best practices while discovering ways to provide educational safety outreach for airmen and industry service providers.
- Support the General Aviation Awards Program as a sponsor and advisor.
- Promote the [FAASafety.gov](http://FAASafety.gov) Website and the WINGS/AMT Award Programs where appropriate.
- Create safety training products for use in the FAASafety CFI/DPE program.
- Work in cooperation with the FAASafety and Advocates for Aviation Safety Foundation (AFASF) to increase pilot participation in the WINGS program.

Signatures on this document establish **Society of Aviation and Flight Educators** as a FAASTeam Industry Member and acknowledges intent to perform the duties and responsibilities listed within this document.

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**Valerie G. Palazzolo**  
FAA Safety Standards  
Manager  
Safety Promotion Program Office (SPPO)  
National FAASTeam

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Date

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**David St. George**  
Society of Aviation and Flight Educators

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Date