# **Interagency Aviation Training Subcommittee** (IATS)
# Request for Change

**Requestor:** *(check applicable boxes)*

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|---|---|---|---|---|
| ☐ BIA | ☐ BLM | ☐ BOEM | ☐ NSF | ☐ OAS |
| ☐ BSEE | ☐ FWS | ☒ NPS | ☐ NWCG Committee | ☐ Other |
| ☐ States | ☐ USFS | ☐ USGS | ☐ BOR | |

**Contact Information:**

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Agency: NPS

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**Date Submitted:** 1/30/2020

**Describe the Proposed Change*** (Provide a concise description):

Alter the IAT system to send employees, supervisors and their UATAs a proactive "training due" email when employee is close to expiring on a IAT course.

**Description of the Issue/Reason for Change*** (Concise overview and background):

Provide automatic "training due" emails which would:
1. Save UATAs from the drudgery of determining training compliance
2. Provide IAT Aviators with training plans consistent information regarding required training coming due, placing the onus on them to complete training.
3. Provide UATAs information about upcoming training needs of their assigned folks.
4. Provide supervisors information about upcoming training needs of their subordinates.
5. Generate a great deal of email

**Systems Affected by Change*** (i.e., IAT Website, IAT Guide, Policy):

the IAT system back-end only. No website or policy change.

**For IATS Use Only**

**IATS Tracking #:** 20-02

**Approval:**

☒ CONCUR ☐ DO NOT CONCUR ☐ Pending

**Date:** 9/22/21 **Name:** Amy K.(VC) for Chair:Jason Petruska

**Rationale:**

Update the IAT system to notify all students via email on a regular basis about upcoming training due on a monthly basis

***Attach any supporting documentation that may help to further explain the requested change.**

Send completed form to your bureau IATS member and the IATS Chair. IATS Roster link