

Administrative Services (425) 203-4100

Group Manager

(425) 203-4101

Employee Services

(425) 203-4170

Management Support

(425) 203-4130

Training & Administrative Support

(425) 203-4150

Performance Analysis

(425) 203-4110

Business Services (425) 203-4200

Group Manager

(425) 203-4201

Tech Ops/En Route/Terminal Finance

(425) 203-4210

F&E/Service Center Finance

(425) 203-4250

Materiel Management/Procurement

(425) 203-4230

Operations Support (425) 203-4500

Group Manager

(425) 203-4501

Airspace and Procedures

(North) (425) 203-4510

(South) (425) 203-4550

Tactical Operations

(425) 203-4530

Quality Control (425) 203-4300

Group Manager

(425) 203-4301

Operational Evaluations

(425) 203-4310

Organizational Evaluations

(425) 203-4330

Technical Evaluations

(425) 203-4350

Planning and Requirements (425) 203-4600

Group Manager

(425) 203-4601

NAS Planning & Integration

(North) (425) 203-4796

(South) (425) 203-4610

Requirements

(Terminal) (425) 203-4680

(En Route/Tech Ops/Sys Ops) (425) 203-4770

Business Case/Sustainment

(425) 203-4690

Program Implementation Management

Terminal/Surveillance (425) 203-4710

Nav aids/Infrastructure/EOSH (425) 203-4750

En Route/Comm/Sys Ops (425) 203-4670

Resource Planning

(425) 203-4782

Cost Estimating

(425) 203-4757



FAA
Air Traffic Organization

Western Service Center



FAA
Air Traffic Organization

Service Center Director (AJV-W)

(425) 203-4000

1601 Lind Ave. SW

Renton, WA 98057

<http://servicearea.atofaa.gov>



Pacific Islands

WESTERN SERVICE CENTER

OPERATIONS SUPPORT

Provides effective oversight and support for procedures, changes to the National Airspace System (NAS) affecting operations, NAS effectiveness and efficiency, and special activities within the NAS for ATO service Units, and other FAA organizations as requested, to align with and support FAA's NAS objectives.

- Aeronautical Charting
- Airspace Development
- Development and Review of AT Procedures
- Airspace Management (formerly NAR)
- Document Change Proposals (DCP)
- NAS Impact Analysis
- Environmental Studies
- International/Oceanic Airspace Issues
- Contingency Planning and Emergency Preparedness
- Special Use Airspace
- Event Planning and National Security Special Events (NSSE)
- Notices to Airmen (NOTAM)/General Notices (GENOT)
- Temporary Flight Restrictions and VIP Movements
- Unmanned Aerial Systems (UAS)
- FAA Approval/Acknowledgement Activities
- System Operations Data Review
- Traffic Management Program Support

PLANNING & REQUIREMENTS

Provides integrated planning, requirements management, and program implementation management support to assist ATO Service Units, and other FAA organizations, as requested, with implementing and managing ATO services and infrastructure within the Service Areas.

- Tactical Planning
- Reimbursable Agreements
- Strategic Planning
- Cross Functional Work Group Participation
- Needs Identification
- Requirements Development
- Requirements Management
- Manage Implementation of Service Area Programs
- Develop/Change Project Scope Agreements
- Setup/Closeout/Capitalization of Projects
- Environmental, Occupational Safety and Health (EOSH) – Hazard identification and Mitigation
- Environmental, Occupational Safety and Health (EOSH) – Incident Response
- Federal Contract Towers
- Contract Weather Observer Program
- Implementation of Non-Federal Facilities
- Administer Corporate Work Plan at Service Area Level
- Resource Planning Execution
- Initial Resource Planning
- Cost Estimating
- Administer Configuration Management Process

ADMINISTRATIVE SERVICES

Provides standardized administrative support service required to effectively manage the Service Area's administrative responsibilities. The Administrative Services Group also serves as a liaison to other ATO entities and FAA lines of business to support the Agency's Flight Plan.

- Staffing Management and Reporting
- Employment Plans
- New Hire Tracking
- Hardship, Return Rights, and Training Failure Placement
- Age 56 Waivers
- Retirement Coordination
- Training Management
- Pay Administration/Labor Distribution Reporting (LDR Support/Cru-X/CASTLE)
- Travel, Gov Trip, and PCS Support
- Records and Directives Management
- Congressional Inquiries
- Hotline Complaints Administration
- Accountability Board (AB)
- Equal Employment Office (EEO)/Alternative Dispute Resolution (ADR) Tracking and Support
- Drug & Alcohol Testing
- Freedom of Information Act (FOIA) Request Administration
- Report of Investigation (ROI) Tracking and Support
- Organizational Performance
- Employee Performance Management: Organizational Success Increase (OSI)/ Superior Contribution Increase (SCI) Administration
- Metrics Development and Analysis
- Operating Agreements (OA)
- Process Documentation and Improvement

BUSINESS SERVICES

Provides financial, material, procurement, and logistical support services to ATO Service Units, and other FAA organizations as requested, while ensuring proper stewardship of allocated resources through internal control programs.

- Budget Analysis & Reconciliation
- Budget Reviews/Forecasting
- Reimbursable Agreements
- Materiel Tracking & Management
- Personal Property Management
- Real Property Management
- Facility, Service, and Equipment Profile (FSEP) Management
- Lease and Service Contract Management
- Purchase Card Program Oversight
- Procurement
- Travel Card Oversight

QUALITY CONTROL

Provides inspections, evaluations, safety risk management, accident and incident information gathering and reporting, and safety initiatives to ATO Service Units, and other FAA organizations as requested, to align with and support FAA safety objectives.

- Notification, Review, and Validation of Accident Packages
- Notification, Review, and Validation of Incident Packages
- Safety Initiative Development
- Air Traffic Audits and Evaluations
- Air Traffic Investigations
- Safety Risk Management
- EOSH Inspection Program
- Management Evaluations
- Unsatisfactory Condition Report (UCR) Tracking
- Technical Inspection Program
- Runway Safety

FOR THE MOST

CURRENT INFORMATION,

PLEASE VISIT OUR WEBSITE!

<http://servicearea.ato.faa.gov>