

**CHARTER**

**FOR THE**

**NATIONAL AIRSPACE SYSTEM**

**EASTERN REGIONAL**

**CONFIGURATION CONTROL BOARD**

**(AEA-RCCB)**

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NAS CCB Co-Chairperson Date

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## 1.0 INTRODUCTION

### 1.1 Purpose

This charter establishes the National Airspace System (NAS) Eastern Regional Configuration Control Board (AEA RCCB) and assigns responsibility for establishing baselines and controlling configuration items (CIs) as specified in Appendix A. The AEA RCCB Operating Procedures is the companion document to this charter. A listing of the configuration identification documentation/drawings for these CIs is provided in Attachment A to the AEA RCCB Operating Procedures.

### 1.2 Authority

The AEA RCCB is authorized by the NAS CCB in accordance with FAA Order 1800.57 and the policies and procedures established in the latest approved revision of FAA Order 1800.8, NAS Configuration Management.

## 2.0 CCB RESPONSIBILITIES

The AEA RCCB shall have the following responsibilities:

- a. Performing AEA RCCB functions as established in this charter and in accordance with FAA Order 1800.8
- b. Approving and implementing the AEA RCCB Operating Procedures and any changes to the document.
- c. Establishing baselines for the CIs specified in Appendix A and controlling subsequent changes to those baselines and other CIs as specified in Appendix A. Changes which are beyond the authority of the AEA RCCB are referred to the appropriate CCB as outlined in the AEA RCCB Operating Procedures.
- d. Ensuring strict adherence to configuration control procedures in processing all changes to the baselines under AEA RCCB control. The procedures are documented in FAA Order 1800.8 and the NAS Subsystem Baseline and Configuration Documentation Listing (NAS-MD-001).
- e. Ensuring case files for Regional NCP processing are completed and undergo evaluation by AEA RCCB member organizations. Actual text of changes to baselined documents shall accompany the case file/NAS Change Proposal (NCP) being addressed by the CCB.

f. Reviewing proposed changes for technical, interface, financial, schedule and benefits impacts. In reviewing proposed changes, due consideration shall be given to improving operational effectiveness (including safety), providing for adequate logistics support requirements and/or bringing about significant life cycle cost savings which includes the costs of research, development, test, procurement, production, installation, field test and acceptance, cutover to service, maintenance, operations, decommissioning, dismantling, salvaging, excessing and final disposition.

g. Issuing Regional Configuration Control Decisions (CCDs) which are directives for establishing baselines or making changes to these baselines and other configuration items under AEA RCCB control. Copies of approved changes are forwarded to the headquarters Office of Primary Interest (OPI) for filing with the FAA Headquarters Document Control Center (DCC) and for other configuration control purposes as required.

h. Approving the schedule for implementation of approved changes and ensuring these changes are implemented as scheduled.

i. Submitting changes to the AEA RCCB Charter, including proposing additional CIs for AEA RCCB control, to the NAS CCB for approval.

j. Approving additions, deletions or other modifications to the listing of configuration identification documents in Attachment A of the AEA RCCB Operating Procedures.

k. Approving changes to other documents controlled by the AEA RCCB which are not subject to the NCP process. (See Attachment B to the AEA RCCB Operating Procedures for a list of these documents).

### 3.0 CCB PARTICIPANTS

The participants of the AEA RCCB shall be the following persons or their designated representatives:

#### a. Members

1) Chairperson - Manager, Airway Facilities (AF) Division, AEA-400; may be delegated.

2) Co-Chairperson - Manager, Air Traffic (AT) Division, AEA-500; AT is Co-Chairperson for case files or NCP's that affect AT operations; may be delegated.

3) Executive Secretary - Representative, Operations Branch, AEA-470.

4) Manager, Resource Management Branch, AEA-420

- 5) Manager, NAS Implementation Branch, AEA-450
- 6) Manager, Com/Nav/Surveil Sub-Branch, AEA-451
- 7) Manager, AT Facilities Sub-Branch, AEA-452
- 8) Manager, Program Management Sub-Branch, AEA-453
- 9) Manager, Operations Branch, AEA-470

10) Ad Hoc Members - Ad hoc members represent organizations, other than those already represented within the permanent AEA RCCB membership, which will be impacted by changes being decided by the AEA RCCB. Their function shall be to ensure that proposed changes are consistent with the technical and policy positions of their organizations. Examples of ad hoc members would be Flight Standards or Airports Division, Airway Facilities Systems Management Office (AF SMO) , Air Traffic Facility Managers or FAA Military Representatives. Such Ad Hoc Members would evaluate changes and attend CCB meetings when changes (or other business) impacting their areas are addressed.

b. Technical Advisors, Consultants and Program Control Specialists - Personnel from various government, military and/or contractor organizations attend AEA RCCB meetings to provide specialized technical or program management information.

#### 4.0 CCB ADMINISTRATION

The AEA RCCB Executive Secretary shall be responsible for scheduling AEA RCCB meetings on a regular basis (as approved by the AEA RCCB Chairperson) and for coordinating the administrative tasks of the AEA RCCB. The Executive Secretary Procedures, Appendix A in the AEA RCCB Operating Procedures, contain a detailed description of these responsibilities.

#### 5.0 CCB DECISIONS

After a case file is assigned NCP status and submitted to the AEA RCCB, CCD action is required; an NCP not yet submitted to the AEA RCCB may be withdrawn.

The AEA RCCB Chairperson shall make the final decision on each NCP submitted to the AEA RCCB for consideration. This decision may be preceded by a period of discussion during which the Chairperson may solicit CCB members opinions concerning the disposition of the NCP. The decision shall be documented in a CCD prepared by the Executive Secretary and signed by the Chairperson. For operational and administrative space and changes that may affect air traffic operations, the AF and AT Division Managers share the decision making authority and shall co-sign the CCD. The following actions may be taken on an NCP:

a. Approve as written and issue a CCD which establishes a new baseline or describes actions for accomplishing the configuration change to an existing baseline.

b. Disapprove with reasons clearly stated in the CCD.

c. Approve with specific non-substantive changes to the NCP and issue a CCD clearly stating changes. If substantive changes are required, an amended case file/NCP shall be processed.

d. Defer action pending the availability of additional information or the completion of an action item providing clarification of the issues. Responsibility for providing further information or completing an action must be assigned to a specific person/organization with a specific due date. Action on an NCP shall not be indefinitely deferred.

A CCD may be appealed by the OPI or an organization impacted by the CCD as described in the AEA RCCB Operating Procedures.

## 6.0 CHANGES TO THE CHARTER

This charter shall only be changed with the approval of the AEA RCCB and the NAS CCB.

## 7.0 DELEGATION

The AEA RCCB may not charter subordinate CCBs without approval of the NAS CCB.

## APPENDIX A - CONFIGURATION ITEMS UNDER REGIONAL CCB CONTROL

The following configuration items (CIs) shall be under the control of the AEA RCCB as specified below. Baselined CIs will be entered into the Master Configuration Index (MCI) and reflected in the NAS Subsystem Baseline and Configuration Documentation Listing, NAS-MD-001.

1. The AEA RCCB shall control the following baselines established by other CCBs within the guidelines specified:

a. Space Management/Equipment Layout - The RCCB shall control all operational, administrative, and equipment space, including all equipment installations, moves and removals which will not violate the baselined target year configuration drawings for the following major facilities:

- 1) Air Route Traffic Control Center (ARTCC).
- 2) Air Traffic Control Towers (ATCTs)/Terminal Radar Approach Controls (TRACONS) as designated by the AEA RCCB.
- 3) Automated Flight Service Stations (AFSSs).
- 4) Joint Use ARSR-4 Long Range Radar Facilities

The space allocation equipment layout drawings for the above facilities will be listed in Attachment A of the AEA RCCB Operating Procedures.

Site-specific transition drawings and regional transition plans addressing how each of the facilities will transition to the baselined target year configuration falls under AEA RCCB authority and changes will not require an NCP to change. Site-specific transition drawings and regional transition plans shall be listed in Attachment B to the AEA RCCB Operating Procedures.

b. ARTCC Critical Power Panel - The AEA RCCB shall control the critical power panel breaker connections to the critical bus with the connections and wiring in strict accordance with FAA Order 6950.15, ARTCC Critical Load Circuits and Configuration. The ARTCC critical power panel drawings will be listed in Attachment A of the AEA RCCB Operating Procedures.

c. ATCT Critical Power Panel - The AEA RCCB shall control the critical power panel breaker connections to the critical power bus at ATCT's designated by the AEA RCCB. The ATCT critical power panel drawings will be listed in Attachment A of the AEA RCCB Operating Procedures.

d. Implementation Aspects -The ANF CCB controls the implementation aspects of critical power at the ARTCC's involving more than panel breaker connection and wiring as well as the connection of equipment and subsystems to critical power that are not in accordance with FAA Order 6950.15.

2. The AEA RCCB will establish and control changes to baselines, which will be reflected in NAS-MD-001, for the types of CIs listed below.

a. Regional Unique Equipment which Is Not Nationally Maintained. - The AEA RCCB shall be responsible for the following equipment within the Region:

None (There are no AEA unique equipment)