



Federal Aviation
Administration



Flight Standards Service

General Aviation and Commercial Division

Business and Work Plans

FY 2006

General Aviation and Commercial Division (AFS-800) FY 2006 Business Plan

Introduction



This plan lays out the expectations for FY 2006. These goals, objectives, and initiatives will move us forward and keep us as key players to support the FAA, Aviation Safety (AVS), and Flight Standards (AFS) direction and goals.

AFS-800's initiatives are focused to support these goals of Increased Safety, Greater Capacity, International Leadership, and Organizational Excellence and are aligned in three categories:

- Training
- Standards
- Safety Management System

This year will be a banner year for us as we, along with all of AVS, move towards implementation of Safety Management Systems throughout all aircraft operations in the coming years.

Like all plans we need to be flexible, and there are likely to be changes to the plan as we reach for our goals. Therefore, we will apply course corrections to this plan as needed.

Be safe, and let's have a great year!

Peter William Dula
Manager, General Aviation and Commercial Division

General Aviation and Commercial Division (AFS-800) FY 2006 Business Plan

Overview

Flight Standards' General Aviation and Commercial Division is committed to establishing processes that yield consistent products and services that meet customer and regulatory requirements. We focus on standards, training, and the safety management system to achieve our mission of safety. We also continually improve internal processes to achieve organizational excellence.

Our division provides the general aviation community and FAA field workforce with responsive, customer-driven services that increase aviation safety. We are comprised of three branches: Plans and Program Branch (AFS-805), Certification and General Aviation Operations Branch (AFS-810), and the Commercial Operations Branch (AFS-820).

Our division delivers products and services to external customers, such as general aviation pilots and flight instructors. Our work also directly supports field Aviation Safety Inspectors through policy and issue management.

Mission/Vision/Values

Our Mission

“Moving America Safely, It’s What We Do”

Marion Blakely

Our Vision

Reduce the number of fatal accidents in Commercial and General Aviation

Our Values

Safety is our passion. –

We are world leaders in aerospace safety.

Quality is our trademark. –

We serve our country, our customers, and each other.

Integrity defines our character. –

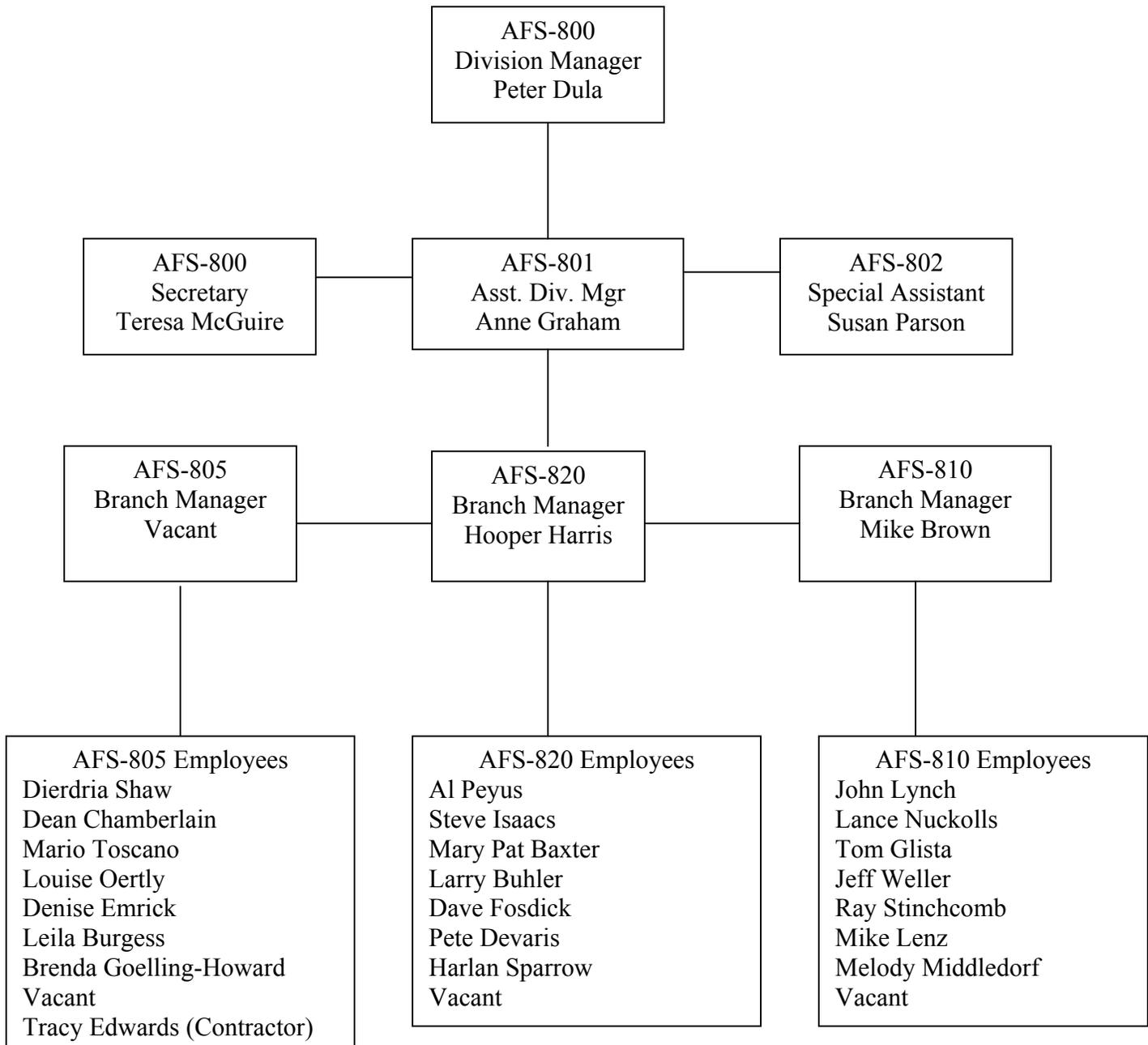
We do the right thing, even if no one is looking.

People are our strength. –

We treat others as we want to be treated.

General Aviation and Commercial Division (AFS-800)
FY 2006 Business Plan

Organizational Chart



General Aviation and Commercial Division (AFS-800)
FY 2006 Business Plan

INCREASED SAFETY

Goal: To achieve the lowest possible accident rate and constantly improve safety.

Flight Plan Safety Goal, Objective 1

Reduce the commercial airline fatal accident rate.

Strategy

Address safety concerns and issues, expand cost-effective safety oversight and surveillance, and continue research into the causal factors of accidents.

AVS Initiative: Address the National Transportation Safety Board's identified safety issues.

AFS-800 Initiative in Support of the AVS and FAA Flight Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-01	Address NTSB and FAA Safety Issues	Close out 85% of all NTSB and FAA Safety Recommendations within 90 days of receipt	Standards	AFS-810 AFS-820	AFS-800	

AVS Initiative: Ensure that safety oversight keeps pace with changes occurring in the aviation environment by targeting our inspection resources better, improving our oversight system, and providing training for safety critical employees on time.

AFS-800 Initiative in Support of the AVS and FAA Flight Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-02	Develop the requirements for Air Operators Safety Management Systems (SMS)	Issue SMS guidance for GA operators by September 2006	Safety Management Systems	All	AVS	
06-03	Develop oversight policy for Advanced Training Devices	Issue the approval policies and guidance to the field workforce by December 2005	Standards	AFS-810	AFS-800	
06-04	Effectively manage AFS-800 sponsored training courses	Provide monthly reports on the quality of AFS-800 sponsored courses	Training	AFS-820	AFS-800	

General Aviation and Commercial Division (AFS-800)
FY 2006 Business Plan

INCREASED SAFETY

Goal: To achieve the lowest possible accident rate and constantly improve safety.

Flight Plan Safety Goal, Objective 2

Reduce the number of fatal accidents in general aviation.

Strategy

Establish standard procedures and guidelines for general aviation operators.

AVS Initiative: Ensure that safety oversight and regulatory compliance keep pace with the changes in the general aviation environment.

AFS-800 Initiative in Support of the AVS and FAA Flight Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-05	A) Rulemaking: Update Part 61 Federal Aviation Regulations and SFAR B) Process rule exemptions	A) Complete approved Rulemaking Council NPRM projects by September 2006 B) Complete the Flight Standards analysis for 85% of new exemption requests within 30 days	Standards	AFS-810	AFS-800	
06-06 06S50 117	Implement the Targeted Enforcement Plan FY 05 – 07	Develop plan to evaluate the accuracy, effectiveness, and timeliness of the Enforcement Decision Tool (EDT) process.	Standards	AFS-800, 801, 802, 810	AFS-800	
06-07	Clarify policies and guidance for Part 142 Training Centers	Implement Advance Training Centers Surveillance and Standards by September 2006	Standards	AFS-820	AFS-800	
06-08	Reduce the HEMS number of fatal accidents	Provide updated training and operations procedures guidance by May 2006	Standards	AFS-820	AFS-800	

General Aviation and Commercial Division (AFS-800)
FY 2006 Business Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-09	Improve the manner in which the warbird policy and guidance is developed	By September 2006, implement plan for oversight of experimental aircraft warbird community.	Standards	AFS-810, 820	AFS-800	
06-10 06S51 A4	Implement the FITS concepts with industry and academia	Partner with one additional manufacturer or courseware provider to implement FITS and expand FITS to the UAA membership.	Training	AFS-802, 810	AFS-800	

INCREASED SAFETY

Goal: To achieve the lowest possible accident rate and constantly improve safety

Flight Plan Safety Goal, Objective 2

Reduce the number of fatal accidents in general aviation.

Strategy

Establish standard procedures and guidelines for general aviation operators.

AVS Initiative: Continue to implement the General Aviation Joint Steering initiatives.

AFS-800 Initiative in Support of the AVS and FAA Flight Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-11	Prioritize safety intervention for maximum benefit based on analysis of accident data	By September 2006, publish two sets of training materials in the FAA sourcebook that are targeted to mitigate accident causal factors as identified by the JSC	Training	AFS-802	AFS	
06-12	Expand the support of Technically Advanced Aircraft (TAA)	Complete draft guide for operating, instructing, and evaluating TAAs by September 2006	Standards	AFS-810	AFS-800	

General Aviation and Commercial Division (AFS-800)
FY 2006 Business Plan

INTERNATIONAL LEADERSHIP

Goal: Increase the safety and capacity of the global civil aerospace system in an environmentally sound manner.

Flight Plan Capacity Goal, Objective 2

Promote seamless operations around the globe in cooperation with bilateral, regional, and multilateral aviation partners.

Strategy

Work within the ICAO Committee on Aviation Environmental Protection (CAEP) to develop and adopt global environmental standards, best practices, and written guidance.

AVS Initiative: Strengthen aviation safety oversight relationships and build strong, sustainable, mutually beneficial partnerships with key civil aviation organizations in Asia and the Americas.

AFS-800 Initiative in Support of the AVS and FAA Flight Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-13	Improve International safety through bilateral agreements and policy to streamline the certification products and US operation of international carriers	Represent general aviation interests in discussions with at least two foreign authorities by Sep 2006	Standards	AFS-802, 810	AFS-800	

General Aviation and Commercial Division (AFS-800)
FY 2006 Business Plan

ORGANIZATIONAL EXCELLENCE

Goal: Ensure the success of the FAA's mission through stronger leadership, a better trained and safer workforce, enhanced cost-control measures, and improved decision-making based on reliable data.

Flight Plan Organizational Excellence, Objective 1

Make the organization more effective with stronger leadership, increased commitment of individual workers to fulfill organization-wide goals, and better prepared, better trained, safer, diverse workforce.

Strategy: Improve our ability to acquire, develop, and retain a diverse, highly skilled workforce.

AVS Initiative: Develop a technical workforce staffing and training plan.

AFS-800 Initiative in Support of the AVS and FAA Flight Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-14	Develop and maintain AFS-800 staffing and training plans	Report monthly on organizational staffing and training		AFS-805, 820	AFS-800	

Strategy

Implement corporate systems, policies, programs and tools to build a results-orientated, high performance workforce.

AVS Initiative: Directly link all employee performance plans to their organization performance plan, and link both to the FAA's strategic plan.

AFS-800 Initiative in Support of the AVS and FAA Flight Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-15	Issue all employee performance plans	Issue all employee performance plans by October 2005		All	AFS-800	

General Aviation and Commercial Division (AFS-800)
FY 2006 Business Plan

ORGANIZATIONAL EXCELLENCE

Goal: Ensure the success of the FAA's mission through stronger leadership, a better-trained and safer workforce, enhanced cost-control measures, and improved decision-making based on reliable data.

Flight Plan Organizational Excellence, Objective 2

Control costs while delivering quality customer service.

Strategy: Develop and implement an agency-wide cost control and cost reduction program.

AVS Initiative: Each organization will develop and implement, in 2006, productivity and/or financial metrics to measure its efficiency.

AFS-800 Initiative in Support of the AVS and FAA Flight Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-16	Measure productivity and/or financial metrics efficiently	Track all financial data and issue a report on the 5 th of each month. Obligate all contracts dollars by April 2006		AFS-805	AFS-800	

ORGANIZATIONAL EXCELLENCE

Goal: Ensure the success of the FAA's mission through stronger leadership, a better trained and safer workforce, enhanced cost-control measures, and improved decision-making based on reliable data.

Flight Plan Organizational Excellence, Objective 3

Make decisions based on reliable data to improve our overall performance and customer satisfaction.

Strategy: Better prepare managers to use cost and performance data in making decisions.

AVS Initiative: Use automated software to track and report progress.

AFS-800 Initiative in Support of the AVS and FAA Flight Plan

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-17	Measure productivity and efficiency	Track programs, goals, and routine administrative activities effectively		AFS-805	AFS-800	

AFS-800 FY 2006 Work Plan



Objective 1: Reduce the commercial airline fatal accident rate.

Strategy: Address safety concerns and issues, expand cost-effective safety oversight and surveillance, and continue research into the causal factors of accidents.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-01	Address NTSB and FAA Safety Issues	Close out 85% of all NTSB and FAA Safety Recommendations within 90 days of receipt	Standards	All	AFS-800	

Intended Purpose of Goal: Reduce the overall GA fatal accident rate by responding to safety recommendations.

Major Milestones:

- This activity will be conducted on a continual basis as driven by demand.
- March 31, 2006: Document ISO procedure (to include process, quality, and customer satisfaction measures) describing AFS-800 process for responding to FAA and NTSB safety recommendations.

Staff Participants:

- Workgroup Lead: Louise Oertly
- Workgroup Members:
 - Mike Lenz
 - Steve Isaacs

Resources Required:

- FTE: .5
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-02 06S2 D10	Develop the requirements for Air Operators Safety Management Systems (SMSs)	Issue SMS guidance for GA operators by September 2006	Safety Management Systems	All	AFS-800	

Intended Purpose of Goal: Reduce the overall GA fatal accident rate by improving training, standardization, and oversight of air operators.

Major Milestones:

- March 31, 2006: Identify safety management system attributes for General Aviation operators
- April 30, 2006: Agree on draft guidance content and complete outline of operations specific safety management system document
- June 30, 2006: Distribute draft guidance document to industry for comment.
- August 15, 2006: Complete comment disposition on all comments received from industry on draft guidance document.
- September 30, 2006: Release draft safety management system guidance for internal coordination.

Staff Participants:

- Workgroup Lead: Mike Lenz
- Workgroup Member(s)
 - Tom Glista
 - Mary Pat Baxter

Resources Required:

- FTE: 1
- Travel Dollars: \$5,000
- Contract Dollars: \$25,000
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-02b	Enhance safety by promoting the use of industry "best practices" in turbine operations	Develop safety management system guidelines for turbine aircraft operations by September 2006	Standards	AFS-820	AFS-800	

Intended Purpose of Goal: This goal is designed to reduce the accident rate among turbine aircraft operators through training and procedural guidance enhancements.

Major Milestones:

- December 31, 2005: Documented project plan for implementation of TAOS recommendations complete.
- March 31, 2006: Draft guidance material for safety management system (turbine aircraft operations) complete.

- June 30, 2006: Complete coordination on draft turbine aircraft operations safety management system guidance material with stakeholders.
- September 30, 2006: Release draft safety management system guidance on turbine aircraft operations for internal coordination.

Staff Participants:

- Workgroup Lead: Al Peyus
- Workgroup Members:
 - Dave Fosdick
 - Mary Pat Baxter
 - Peter Devaris

Resources Required:

- FTE: 1
- Travel Dollars: \$10,000
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-02c	Support FAR 133 policy	Provide FAA inspectors with current policy and standards for the certification and surveillance of part 133 operators	Standards	AFS-820	AFS-800	

Intended Purpose of Goal: This goal is designed to reduce the fatal general aviation accident rate by providing standardized application of certification and deviation requirements across the part 133 operations community.

Major Milestones:

- December 31, 2005: Complete review of part 133 policies in Order 8700.1
- March 31, 2006: Complete draft revised Order 8700.1 language
- June 30, 2006: Complete coordination of draft revised 8700.1 language with field and regional subject matter experts
- September 30, 2006: Deliver draft revision for 8700.1 to AFS-805 for formal FAA coordination

Staff Participants:

- Workgroup Lead: Larry Buehler
- Workgroup Member:
 - Ray Stinchcomb

Resources Required:

- FTE: .2
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-02d	Support FAR 137 policy	Provide FAA inspectors with current policy and standards for the certification and surveillance of part 137 operators	Standards	AFS-820	AFS-800	

Intended Purpose of Goal: This goal is designed to reduce the fatal general aviation accident rate by providing standardized application of certification and deviation requirements across the part 137 operations community.

Major Milestones:

- December 31, 2005: Complete review of draft revision to 137 AC with NAAA
- March 31, 2006: Complete coordination of draft AC revision with regional and field subject matter experts
- June 30, 2006: Deliver final draft revision to 137 AC to AFS-805 for internal FAA coordination

Staff Participants:

- Workgroup Lead: Mary Pat Baxter
- Workgroup Member:
 - Steve Isaacs

Resources Required:

- FTE: .3
- Travel Dollars: \$3,000
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-02e	Support FAR 91 policy	Provide FAA inspectors with current policy and standards for the certification and surveillance of part 91 operators	Standards	AFS-820	AFS-800	

Intended Purpose of Goal: This goal is designed to reduce the fatal general aviation accident rate by providing standardized application of certification and surveillance requirements across the part 91 operations community.

Major Milestones:

- December 31, 2005: Review part 91 policies in Order 8700.1
- March 31, 2006: Develop initial draft revised Order 8700.1 language
- June 30, 2006: Coordinate with field and regional subject matter experts
- September 30, 2006: Develop draft revision for 8700.1 for formal FAA coordination

Staff Participants:

- Workgroup Lead: Steve Isaacs
- Workgroup Members:
 - Al Peyus
 - Dave Fosdick
 - Peter Devaris

Resources Required:

- FTE: .7
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-03	Develop oversight policy for Advance Training Devices	Issue the approval policies and guidance to the field workforce by September 2006	Standards	AFS-810	AFS-800	

Intended Purpose of Goal: Reduce the overall GA fatal accident rate by improving training and standardization. This initiative will allow AFS-800 to effectively regulate and standardize the quality of flight training devices used throughout the aviation community.

Major Milestones:

- December 31, 2005: Complete draft guidance
- March 31, 2006: Hold industry meeting to discuss draft
- September 31, 2006: Document ISO procedure (to include process, quality, and customer satisfaction measures) describing AFS-800 process for ATD approvals.
- September 31, 2006: Make any necessary changes based on industry input and publish a notice

Staff Participants:

- Workgroup Lead: Lance Nuckolls

Resources Required:

- FTE: .2
- Travel Dollars: \$10,000
- Contract Dollars: \$75,000
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-04	Effectively manage AFS-800 sponsored training courses	Provide monthly reports on the quality of AFS-800 sponsored courses	Training	AFS-820	AFS-800	

Intended Purpose of Goal: Reduce the overall GA fatal accident rate by responding to safety recommendations.

Major Milestones:

- November 30, 2005: Develop expanded course mentor list to include national resource program office and other resources
- December 31, 2005: Initial course mentor quarterly telecon
- March 31, 2006: Course mentor quarterly telecon
- June 30, 2006: Host quarterly course mentor telecon
- September 30, 2006: Host quarterly course mentor telecon
- Monthly: Provide monthly reports on the quality of AFS-800 sponsored courses

Staff Participants:

- Workgroup Lead: Steve Isaacs
- Workgroup Member:
 - Melody Smith-Middledorf

Resources Required:

- FTE: .3
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Objective 2: Reduce the number of fatal accidents in general aviation.

Strategy: Establish standard procedures and guidelines for general aviation operators.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-05	Rulemaking: Update Part 61 Federal Aviation Regulations and SFAR	Complete approved Rulemaking Council NPRM projects by September 2006	Standards	All	AFS-800	
	Process rule exemptions	Complete the Flight Standards analysis for 85% of new exemption requests within 30 days				

Intended Purpose of Goal: Reduce the overall GA fatal accident rate by maintaining the highest degree of standardization when processing all exemption requests. In addition, the part

61 rulemaking effort will further improve standardization within the GA community by clarifying several key elements of this important regulation.

Major Milestones:

Part 61 rulemaking:

- Quarterly: Report exemption metrics to AFS-800 management during Quarterly Analysis of Data meeting.
- December 31, 2005: Receive council approval for phase 2 RPR
- March 31, 2006: Develop draft NPRM with internal stakeholders
- September 30, 2006: Achieve final team concurrence on NPRM

Exemptions:

- This activity will be conducted on a continual basis as driven by demand.

Staff Participants:

- Workgroup Lead: Mike Brown
- Workgroup Member(s)
 - John Lynch (Part 61 rulemaking effort)
 - Exemptions will be assigned on a tactical basis.

Resources Required:

- FTE: 1
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-06 06S50 I10	Implement the Targeted Enforcement Plan FY 05 – 07	Develop a detailed plan to evaluate the accuracy, effectiveness, and timeliness of the Enforcement Decision Tool (EDT) process.	Standards	AFS-800, 801, 802, 810	AVS	

Intended Purpose of Goal: To improve safety by administering a timely and efficient compliance and enforcement program that promotes voluntary compliance and focuses enforcement resources according to safety risk.

Major Milestones:

- December 31, 2005: Charter national evaluation team to develop detailed EDT process evaluation plan
- June 30, 2006: Team delivers draft evaluation plan
- September 30, 2006: Team delivers final evaluation plan

Staff Participants:

- Workgroup Lead: Anne Graham
- Workgroup Members:

- Susan Parson
- Peter Devaris
- Melody Smith-Middledorf

Resources Required:

- FTE: .2
- Travel Dollars: \$6,000
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-07a	Clarify policies and guidance for Part 142 Training Centers	Implement Advanced Training Centers Surveillance Standards by September 2006	Standards	AFS-820	AFS-800	

Intended Purpose of Goal: This goal is designed to reduce the fatal general aviation accident rate by providing the FAA Training Center Program Managers (TCPMs) with more specific guidance on the approval of specialized training and the use of advanced Training Center processes.

Major Milestones:

- December 31, 2005: Conduct TCPM Meeting, NBAA: Develop strategy for semi-annual TCPM newsletter
- March 31, 2006: Provide draft material for notice to AFS-805, requiring TCPM's to use semi-annual newsletter to identify special emphasis items for surveillance and certification.
- March 31, 2006: Collect and analyze incident data for use in TCPM Newsletter
- June 30, 2006: Issue first TCPM Newsletter
- September 30, 2006: Collect and analyze accident/incident data for use in second TCPM Newsletter

Staff Participants:

- Workgroup Lead: Dave Fosdick
- Workgroup Members:
 - Mary Pat Baxter
 - Peter Devaris
 - Mike Lenz
 - Melody Smith-Middledorf

Resources Required:

- FTE: 1
- Travel Dollars: \$15,000
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-07b	Support FAR 125 policy	Provide FAA inspectors with current policy and standards for the certification and surveillance of part 125 operators and deviation holders	Standards	AFS-820	AFS-800	

Intended Purpose of Goal: This goal is designed to reduce the fatal general aviation accident rate by providing standardized application of certification and surveillance requirements across the part 125 operations community.

Major Milestones:

- December 31, 2005: Complete draft revision for Order 8700.1 for 125 certification and deviation processing
- February 15, 2006: Coordinate draft revision 8700.1
- March 15, 2006: Finalize draft revision 8700.1 for 125 certification and deviation processing.
- March 31, 2006: Provide AFS-805 with revised 8700.1 for 125 certification and deviation process for formal FAA coordination.

Staff Participants:

- Workgroup Lead: Al Peyus
- Workgroup Member(s)
 - Steve Isaacs
 - Dave Fosdick
 - Peter Devaris

Resources Required:

- FTE: .5
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-08	Reduce the HEMS number of fatal accidents	Publish guidance for operators and Principal Operations Inspectors for HEMS accident prevention	Standards	AFS-820	AFS-800	

Intended Purpose of Goal: This goal supports the reduction of accidents among HEMS through focused training and operations procedures.

Major Milestones:

- December 15, 2005: Conduct 2-day training seminar on Taproot analysis for all HEMS participations and others as available.

- March 31, 2006: Complete January 2004 – March 2006 (as available) Taproot analysis of HEMS accident data and document in formal report.
- June 30, 2006: Coordinate formal report with industry and finalize intervention strategies.
- September 30, 2006: Implement top 3 prioritized HEMS accident prevention strategies.

Staff Participants:

- Workgroup Lead: Larry Beuhler
- Workgroup Member(s)
 - Mary Pat Baxter
 - Peter Devaris
 - Mike Lenz

Resources Required:

- FTE: 1
- Travel Dollars: \$15,000
- Contract Dollars: \$1.5M (F&E)
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-09	Improve the manner in which the warbird policy and guidance is developed	By September 2006, implement a plan for oversight of experimental aircraft warbird community	Standards	AFS-810, 820	AFS-800	

Intended Purpose of Goal: Reduce the overall GA fatal accident rate by improving training, standardization, and testing within the warbird and experimental aircraft community. As these aircraft become more prolific, the concurrent decrease in pilots experienced in such airplanes represents a significant safety concern. Improved policy focused on pilot certification will help mitigate these concerns.

Major Milestones:

- December 31, 2005: In coordination with internal/external stakeholders, finalize plan for oversight of experimental aircraft warbird community. Plan must include FAA's schedule for development of oversight guidance as well as training development and delivery. Plan must also include actions to resolve operational issues associated with warbird and vintage aircraft activities, NDPERS and EAES.
- March 31 2006: Achieve agreement with all stakeholders on warbird oversight plan and rollout plan to warbird community.
- June 30, 2006: Complete transition to field of all experimental aircraft airmen certification
- September 30, 2006: Evaluate transition issues, in coordination with internal and external stakeholders and identify corrective actions.
- September 30, 2006: Document ISO procedure (to include process, quality, and customer satisfaction measures) describing AFS-800 process for oversight of experimental aircraft.

Staff Participants:

- Workgroup Lead: Ray Stinchcomb

Resources Required:

- FTE: .5
- Travel Dollars: \$20,000
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-10a	Implement the FITS concepts with industry and academia	Partner with one additional manufacturer or courseware provider to implement FITS and expand FITS to include the UAA membership.	Training	AFS-802, 810	AFS-800	

Intended Purpose of Goal: This goal will support the reduction of GA fatal accidents by promoting improved instructional and testing methods within the flight training community.

Major Milestones:

- December 31, 2005: Develop an outreach strategy designed to bring the UAA and its constituent schools into the FITS team
- March 31, 2006: Complete FITS acceptance with additional manufacturer or courseware provider.
- June 30, 2006: Initiate educational and outreach campaign with UAA and members.
- September 30, 2006: Complete the draft MOU bringing the UAA into the FITS team

Staff Participants:

- Workgroup Lead: Tom Glista
- Workgroup Members:
 - Lance Nuckolls
 - Susan Parson

Resources Required:

- FTE: .2
- Travel Dollars: \$10,000
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-10b	Update AFS-800 products	Complete prioritized revisions within 180 days of receipt.	Standards	AFS-805	AFS-800	

Intended Purpose of Goal: Provide the field with the most current guidance.

Major Milestones:

- Conduct monthly meetings with AFS-800 branch managers to prioritize product update requirements.

Staff Participants:

- Workgroup Lead: Dean Chamberlain
- Workgroup Member:
 - Louise Oertly
 - Content from AFS-810/820 specialists

Resources Required:

- FTE: .25
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-11	Prioritize safety intervention for maximum benefit based on analysis of accident data	By September 2006, publish two sets of training materials in the FAA "Sourcebook" that are targeted to mitigate accident causal factors as identified by the GAJSC	Training	AFS-802	FAA	

Intended Purpose of Goal: Provide GA pilots, flight instructors, and FAA Aviation Safety counselors with tools that expand on specific subject matters for use when educational opportunities arise. These tools should be linked to accident causal areas identified by the GAJSC.

Major Milestones:

- November 15, 2005: Define subject areas
- March 31, 2006: Complete initial drafts
- June 30, 2006: Review comments from test market group
- September 30, 2006: Post completed pamphlets on FAA website

Staff Participants:

- Workgroup Lead: Susan Parson

Resources Required:

- FTE: .25
- Travel Dollars: \$3,000
- Contract Dollars: \$150,000
- Supply Dollars: \$1,000

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-12	Expand the support of Technically Advanced Aircraft (TAA)	Complete draft guide for operating, instructing, and evaluating TAAs by September 2006	Standards	AFS-810, 802	FAA	

Intended Purpose of Goal: Reduce the overall GA fatal accident rate by improving training and standardization in Technically Advanced Aircraft (TAA). The number of TAAs operating in today's national airspace system continues to grow. Because these aircraft place new demands on both pilots and flight instructors, the FAA must establish new doctrine and methods for operating this new generation of aircraft. This draft TAA guide will be the vehicle through which this is accomplished.

Major Milestones:

- December 31, 2005: Review and edit the first 2-3 chapters
- March 31, 2006: Review and edit the first 6 chapters
- June 30, 2006: Review and edit the remaining chapters
- September 30, 2006: Meet with AAR, NASA, CAMI, and AFS-600 to finalize the draft guide

Staff Participants:

- Workgroup Lead: Lance Nuckolls
- Workgroup Members:
 - Tom Glista
 - Susan Parson

Resources Required:

- FTE: .25
- Travel Dollars: \$4,000
- Contract Dollars: \$0
- Supply Dollars: \$0

GREATER CAPACITY

Flight Plan Goal: Work with local governments and airspace users to provide capacity in the United States airspace system that meets projected demand in an environmentally sound manner.



Objective 1: Increase capacity to meet projected demand.

Strategy: Improve bad-weather departure and landing capacity with new technologies and procedures.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-GCa	Participate in the Aviation Weather Technology Transfer Board	Update weather related guidance for the AIM by August, 2006	Standards	AFS-820	AFS-800	

Intended Purpose of Goal: This goal is designed to reduce the fatal general aviation accident rate by providing standardized guidance for the use of aviation weather products by general aviation users.

Major Milestones:

- January 31, 2006: Develop updated winter weather guidance (Aeronautical Information Manual submission cutoff date February 15, 2006, publish date August 3, 2006)
- July 28, 2006: Develop updated convective weather guidance (Aeronautical Information Manual submission cutoff date August 3, 2006, publish date February 15, 2007)

Staff Participants:

- Workgroup Lead: Mary Pat Baxter
- Workgroup Members:
 - Steve Isaacs
 - Peter Devaris

Resources Required:

- FTE: .5
- Travel Dollars: \$10,000
- Contract Dollars: \$0
- Supply Dollars: \$0

Objective 4: Address environmental issues associated with capacity enhancements.

Strategy: Develop better technologies and analytical tools to evaluate aircraft noise and emissions.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-GCb	Participate in FAA AFS Environmental Management System implementation efforts	Develop guidance on EMS in GA ops for inspectors by September, 2006	Standard	AFS-810	AFS-800	

Intended Purpose of Goal: This goal supports Executive Order 13148 – Greening the Government Through Leadership in Environmental Management, moving AFS toward a more environmentally proactive stance in operations.

Major Milestones:

- By September 30, 2006, develop draft handbook guidance to apply NEPA assessments for aerobatic practice boxes

Staff Participants:

- Workgroup Lead: Jeff Weller
- Workgroup Member:
 - Melody Smith-Middledorf

Resources Required:

- FTE: .1
- Travel Dollars: \$3,000
- Contract Dollars: \$0
- Supply Dollars: \$0



Objective 2: Promote seamless operations around the globe in cooperation with bilateral, regional, and multilateral aviation partners.

Strategy: Work within the ICAO Committee on Aviation Environmental Protection (CAEP) to develop and adopt global environmental standards, best practices, and written guidance.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-13 061.2 4B4	Improve International safety through bilateral agreements and policy to streamline the certification products and US operation of international carriers	Represent general aviation interests with at least two foreign authorities by Sep 2006	Standards	AFS-802, 810	AVS	

Intended Purpose of Goal: Improve standardization by supporting the FAA’s harmonization efforts with its international partners.

Major Milestones:

- September 30, 2006: Initiate Implementation Procedures for Licensing with China centered on pilot training schools, part 141
- July 31, 2006: Conclude Implementation Procedures for Licensing with Canada

Staff Participants:

- Workgroup Lead: Lance Nuckolls
- Workgroup Members:
 - John Lynch
 - Jeff Weller
 - Susan Parson

Resources Required:

- FTE: .3
- Travel Dollars: \$20,000
- Contract Dollars: \$0
- Supply Dollars: \$0

ORGANIZATIONAL EXCELLENCE

Flight Plan Goal: Ensure the success of the FAA's mission through stronger leadership, a better trained and safer workforce, enhanced cost-control measures, and improved decision-making based on reliable data.



Objective 1: Make the organization more effective with stronger leadership, increased commitment of individual workers to fulfill organization-wide goals, and better prepared, better trained, safer, diverse workforce.

Strategy: Improve our ability to acquire, develop, and retain a diverse, highly skilled workforce.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-14	Develop and maintain AFS-800 staffing and training plans	Report monthly on organizational staffing and training (to include flight proficiency training)	Training	AFS-805/820	AFS-800	

Intended Purpose of Goal: Use workforce planning to identify and fulfill current and future human capital needs to meet FAA's mission.

Major Milestones:

- By the 10th of every month, publish report to AFS-800 workforce on the KSN site, which includes vacancy statuses, training accomplished during prior month, and upcoming training (to include flight proficiency training).
- February 28, 2006: Document ISO procedure (to include process, quality, and customer satisfaction measures) describing AFS Headquarters process for managing 4040 program.

Staff Participants:

- Workgroup Lead: Lelia Burgess
- Workgroup Members:
 - Brenda Howard
 - Peter Devaris

Resources Required:

- FTE: .25
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Objective 1: Make the organization more effective with stronger leadership, increased commitment of individual workers to fulfill organization-wide goals, and better prepared, better trained, safer, diverse workforce.

Strategy: Implement corporate systems, policies, programs, and tools to build a results-oriented, high performance workforce.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-15	Issue all employee performance plans	Issue all employee performance plans by October 2005		All	AFS-800	

Intended Purpose of Goal: Improve overall organizational excellence by ensuring staff members have the resources necessary to excel in their duties.

Major Milestones:

- October 31, 2005: Develop and issue all employee performance plans

Staff Participants:

- Workgroup Lead: Anne Graham
- Workgroup Members:
 - Mike Brown
 - Carol Dieterle
 - Hooper Harris

Resources Required:

- FTE: .1
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Objective 2: Control costs while delivering quality customer service.

Strategy: Develop and implement an agency-wide cost control and cost reduction program.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-16a	Measure productivity and/or financial metrics efficiently	Track all financial data and issue a report on the 5 th of each month Obligate all contract dollars by April 2006		AFS-805	AFS-800	

Intended Purpose of Goal: Manage within division budget, assigning resources to organizational priorities.

Major Milestones:

- October 5, 2005 – Complete initial “cuff summary” by October 5, 2005, with projected resources
- December 31, 2005 – Document AFS-800 contractual requirements to include draft statements of work and defined acquisition strategies for each acquisition
- February 28, 2006 – Finalize all statements of work and associated documents
- April 30, 2006 – Obligate all FY 2006 contract dollars.
- Provide management with monthly updates, using “cuff summary” worksheets during the first managers’ meeting on the 5th of each month.

Staff Participants:

- Workgroup Lead: Lelia Burgess
- Workgroup Members:
 - Brenda Howard
 - AFS-802/810/820 project leads

Resources Required:

- FTE: .5
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$0

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-16b	Improve AFS-800 management practices	Increase management effectiveness of division financial data by tracking 100% of all division travel, by branch, and provide online status on KSN		AFS-805	AFS-800	

Intended Purpose of Goal: Manage within division travel budget, assigning resources to organizational priorities.

Major Milestones:

- By October 5, 2005, divide organizational travel budget (projected) among AFS-800 staff, AFS-805, AFS-810, and AFS-820
- By November 5, and by the 5th of each month thereafter, document monthly status reports and place reports on KSN site

Staff Participants:

- Workgroup Lead: Brenda Howard

Resources Required:

- FTE: .25
- Travel Dollars: \$0
- Contract Dollars: \$0
- Supply Dollars: \$300

Objective 3: Make decisions based on reliable data to improve our overall performance and customer satisfaction.

Strategy: Better prepare managers to use cost and performance data in making decisions.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-17	Measure productivity and efficiency	Track programs, goals, and routine administrative activities effectively		AFS-805	AFS-800	

Intended Purpose of Goal: Provide accurate records for better management, audit, and historical purposes.

Major Milestones:

- Weekly – Provide management with report of all outstanding AFS-800 actions
- Bi-Weekly – Update Dashboard projects with current status.
- Monthly – 100% of all AFS-800 actions are entered into the KSN site, within one day of receipt of correspondence to division or returned to secretaries for action
- Monthly – All files are current within one week of finalization of correspondence
- Monthly – Update PBViews with current status
- Quarterly – Facilitate, organize and document AFS-800 Analysis of Data

Staff Participants:

- Workgroup Lead: TBD
- Workgroup Member:
 - Teresa McGuire
 - Deidria Shaw

Resources Required:

- FTE: 3
- Travel Dollars: None required.
- Contract Dollars: \$50,000
- Supply Dollars: \$19,000

Objective 3: Make decisions based on reliable data to improve our overall performance and customer satisfaction.

Strategy: Find faster, more efficient ways to collect and measure customer feedback and satisfaction.

Goal	Performance Activity	Performance Target	Classification	Branch	Level	Code
06-OEa	Develop and distribute a safety magazine for the GA community	Publish safety magazine once every two months, plus or minus two weeks		AFS-805	AFS-800	

Intended Purpose of Goal: Provide the GA community with useful safety information.

Major Milestones:

- Bi-Monthly – Publish “FAAviation News”
- Quarterly: Report “FAAviation News” metrics to AFS-800 management during Quarterly Analysis of Data meeting.

Staff Participants:

- Workgroup Lead: Dean Chamberlain
- Workgroup Members:
 - Louise Oertly
 - Mario Toscano

Resources Required:

- FTE: 2
- Travel Dollars: \$9,000
- Contract Dollars: \$50,000
- Printing Dollars: \$2,040