

**CHANGE**

**U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION**

**JO 7400.2K  
CHG 3**

**Air Traffic Organization Policy**

**Effective Date:**  
November 10, 2016

**SUBJ:** Procedures for Handling Airspace Matters

---

**1. Purpose of This Change.** This change transmits revised pages to Federal Aviation Administration Order JO 7400.2K, Procedures for Handling Airspace Matters.

**2. Audience.** This change applies to all Air Traffic Organization (ATO) personnel and anyone using ATO directives. This order also applies to all regional, service area, and field organizational elements involved in rulemaking and nonrulemaking actions associated with airspace allocation and utilization, obstruction evaluation, obstruction marking and lighting, airport airspace analysis, and the management of air navigation aids.

**3. Where Can I Find This Change?** This change is available on the FAA Web site at [http://faa.gov/air\\_traffic/publications](http://faa.gov/air_traffic/publications) and [https://employees.faa.gov/tools\\_resources/orders\\_notices/](https://employees.faa.gov/tools_resources/orders_notices/).

**4. Explanation of Policy Change.** See the Explanation of Changes attachment which has editorial corrections and changes submitted through normal procedures.

**5. Distribution.** This change is distributed to select offices in Washington headquarters; the Office of Commercial Space Transportation; regional Flight Standards; Airports Divisions; service area offices; the William J. Hughes Technical Center; the Mike Monroney Aeronautical Center; Technical Operations Aviation System Standards; all field facilities; international aviation field offices; and interested aviation public.

**6. Disposition of Transmittal.** Retain this transmittal until superseded by a new basic order.

**7. Page Control Chart.** See the page control chart attachment.

*Maurice Hoffman*

For

Heather Hemdal  
Director, Air Traffic Procedures  
Mission Support Services  
Air Traffic Organization

Date: 9-8-16



## Explanation of Changes

### Change 3

**Direct questions through appropriate facility/service center office staff  
to the Office of Primary Interest (OPI).**

**a. 1-1-8. DELIVERY DATES  
1-1-10. DISTRIBUTION**

This change reflects that hard copy dissemination of this order has been discontinued. All organizations will now be responsible for viewing, downloading, and subscribing to receive electronic mail notifications when changes occur to this order. Paid subscription service is available for those audiences that require printed material. This change incorporates N JO 1720.91, Electronic Access to Operationally Significant ATO Directives, dated 7/1/16.

**a. 6-3-15. RECOMMENDING MARKING  
AND LIGHTING OF STRUCTURES**

This change adjusts the minimum structure height for

recommending high intensity lighting systems from 500 to 700 feet above the ground.

**b. 32-1-2. POLICY**

**32-1-3. BACKGROUND**

**32-1-4. DELEGATION OF AUTHORITY**

**32-1-5. RESPONSIBILITIES**

**32-3-3. ENVIRONMENTAL  
SCREENING AND MODELING TOOLS**

This change further clarifies guidance regarding the Environmental Review Process.

**c. Entire publication.**

Additional editorial/format changes were made where necessary. Revision bars were not used because of the insignificant nature of these changes.



**FAA Order JO 7400.2K**  
**Change 3**  
**Page Control Chart**  
**November 10, 2016**

<b>REMOVE PAGES</b>	<b>DATED</b>	<b>INSERT PAGES</b>	<b>DATED</b>
Table of Contents i through xix .....	5/26/16	Table of Contents i through xix .....	11/10/16
1-1-1 and 1-1-2 .....	5/26/16	1-1-1 and 1-1-2 .....	11/10/16
6-3-25 .....	7/24/14	6-3-25 .....	7/24/14
6-3-26 .....	7/24/14	6-3-26 .....	11/10/16
32-1-1 through 32-1-5 .....	5/26/16	32-1-1 through 32-1-5 .....	11/10/16
32-3-3 and 32-3-4 .....	5/26/16	32-3-3 and 32-3-4 .....	11/10/16



# Order JO 7400.2K

## Procedures for Handling Airspace Matters

### Table of Contents

#### Part 1. General Procedures for Airspace Management

##### Chapter 1. General

###### Section 1. Introduction

Paragraph	Page
1-1-1. PURPOSE OF THIS ORDER .....	1-1-1
1-1-2. AUDIENCE .....	1-1-1
1-1-3. WHERE TO FIND THIS ORDER .....	1-1-1
1-1-4. WHAT THIS ORDER CANCELS .....	1-1-1
1-1-5. CHANGE AUTHORITY .....	1-1-1
1-1-6. EXPLANATION OF CHANGES .....	1-1-1
1-1-7. SUBMISSION CUTOFF AND EFFECTIVE DATES .....	1-1-1
1-1-8. DELIVERY DATES .....	1-1-1
1-1-9. RECOMMENDATIONS FOR PROCEDURAL CHANGES .....	1-1-2
1-1-10. DISTRIBUTION .....	1-1-2

###### Section 2. Authority and Order Use

1-2-1. POLICY .....	1-2-1
1-2-2. AUTHORITY AND APPLICABILITY .....	1-2-1
1-2-3. FUNCTIONAL RESPONSIBILITIES .....	1-2-1
1-2-4. TITLE 14 CODE OF FEDERAL REGULATIONS (CFR) REFERENCES .....	1-2-1
1-2-5. WORD USAGE .....	1-2-2
1-2-6. ABBREVIATIONS .....	1-2-2

#### Chapter 2. Rulemaking/Nonrulemaking Airspace Cases

##### Section 1. Ex Parte Communications

2-1-1. DEFINITION .....	2-1-1
2-1-2. SCOPE .....	2-1-1
2-1-3. POLICY .....	2-1-1
2-1-4. DISCLOSURE .....	2-1-1
2-1-5. PERMITTED CONTACT .....	2-1-1
2-1-6. RECORDING CONTACTS .....	2-1-2
2-1-7. ADVICE FROM COUNSEL .....	2-1-2
2-1-8. RELEASE OF RULEMAKING AND/OR NONRULEMAKING TEXTS .....	2-1-2

##### Section 2. Executive Order 10854

2-2-1. SCOPE .....	2-2-1
2-2-2. POLICY .....	2-2-1

### **Section 3. Airspace Planning and Analysis**

<b>Paragraph</b>	<b>Page</b>
2-3-1. BACKGROUND .....	2-3-1
2-3-2. POLICY .....	2-3-1

### **Section 4. Processing Rulemaking Airspace Actions**

2-4-1. PURPOSE .....	2-4-1
2-4-2. RESPONSIBILITY .....	2-4-1
2-4-3. DOCKETS .....	2-4-1
2-4-4. FLIGHT PROCEDURAL DATA .....	2-4-1
2-4-5. SUBMISSION OF AIRSPACE CASES TO HEADQUARTERS .....	2-4-1
2-4-6. EFFECTIVE DATE OF FINAL RULES .....	2-4-2
2-4-7. PUBLICATION IN FEDERAL REGISTER .....	2-4-2
2-4-8. DISTRIBUTION .....	2-4-2

### **Section 5. Processing Nonrulemaking Airspace Actions**

2-5-1. PURPOSE .....	2-5-1
2-5-2. IDENTIFICATION .....	2-5-1
2-5-3. CIRCULARIZATION .....	2-5-1
2-5-4. CIRCULARIZATION DOCUMENTATION .....	2-5-1
2-5-5. EFFECTIVE DATE OF NONRULEMAKING ACTIONS .....	2-5-2
2-5-6. PUBLICATION OF NONRULEMAKING ACTIONS .....	2-5-2

### **Section 6. Informal Airspace Meeting**

2-6-1. PURPOSE .....	2-6-1
2-6-2. POLICY .....	2-6-1
2-6-3. CLASS B AND C AIRSPACE AREAS NOTIFICATION PROCEDURES .....	2-6-1
2-6-4. OTHER AIRSPACE ACTIONS .....	2-6-1
2-6-5. LOCATION .....	2-6-1
2-6-6. AGENDA ITEMS .....	2-6-2
2-6-7. RECORD OF MEETINGS .....	2-6-2

## **Chapter 3. Aeronautical Information**

### **Section 1. General**

3-1-1. POLICY .....	3-1-1
3-1-2. RESPONSIBILITY .....	3-1-1
3-1-3. TRUE/MAGNETIC DIRECTIONS .....	3-1-1
3-1-4. NAVIGATIONAL AID COORDINATES .....	3-1-1
3-1-5. DIRECTIONS .....	3-1-1

### **Section 2. Charted Reporting Points**

3-2-1. POLICY .....	3-2-1
3-2-2. CHART SERIES SELECTION .....	3-2-1
3-2-3. FAA FORM 8260-2, RADIO FIX AND HOLDING DATA RECORD .....	3-2-1
3-2-4. PREPARATION OF FORM 8260-2 .....	3-2-1



### **Section 3. Naming of NAVAIDs, Aeronautical Facilities, and Fixes**

<b>Paragraph</b>	<b>Page</b>
3-3-1. GENERAL .....	3-3-1
3-3-2. RESPONSIBILITY .....	3-3-1
3-3-3. NAMING OF NAVAIDs .....	3-3-1
3-3-4. NAMING OF WAYPOINTS, INTERSECTIONS, AND DME FIXES .....	3-3-1

## **Chapter 4. NAVAIDs**

### **Section 1. General**

4-1-1. PURPOSE .....	4-1-1
4-1-2. POLICY .....	4-1-1
4-1-3. RESPONSIBILITY FOR FREQUENCY SELECTION .....	4-1-1
4-1-4. GOVERNING CRITERIA .....	4-1-1
4-1-5. LONG-RANGE PLANNING .....	4-1-1
4-1-6. PROPOSED CHANGES .....	4-1-1

### **Section 2. FAA NAVAIDs**

4-2-1. POLICY .....	4-2-1
4-2-2. COORDINATION .....	4-2-1
4-2-3. INFORMAL AIRSPACE MEETINGS .....	4-2-1
4-2-4. APPROVAL AUTHORITY .....	4-2-1
4-2-5. DISTRIBUTION .....	4-2-1
4-2-6. COMMISSIONING DATE .....	4-2-1
4-2-7. PROCESSING REGULATORY ACTIONS .....	4-2-2

### **Section 3. Military NAVAIDs**

4-3-1. POLICY .....	4-3-1
4-3-2. COORDINATION WITH MILITARY .....	4-3-1
4-3-3. EVALUATION BY TECHNICAL OPERATIONS SERVICES OFFICE .....	4-3-1
4-3-4. CIRCULARIZATION .....	4-3-1
4-3-5. DETERMINATION RESPONSIBILITY .....	4-3-1
4-3-6. NOTIFICATION AND DISTRIBUTION .....	4-3-1

### **Section 4. Non-Federal NAVAIDs**

4-4-1. POLICY .....	4-4-1
4-4-2. REQUEST FOR ESTABLISHMENT .....	4-4-1
4-4-3. RESPONSIBILITY .....	4-4-1
4-4-4. EXTERNAL COORDINATION .....	4-4-2
4-4-5. INFORMAL AIRSPACE MEETING .....	4-4-2
4-4-6. APPROVAL AND NOTIFICATION PROCESS .....	4-4-2
4-4-7. DISTRIBUTION .....	4-4-2

### **Section 5. Discontinuance of FAA NAVAIDs**

4-5-1. POLICY .....	4-5-1
4-5-2. RESPONSIBILITIES .....	4-5-1
4-5-3. COORDINATION OF PROPOSALS .....	4-5-1
4-5-4. OBTAINING APPROVAL .....	4-5-1

<b>Paragraph</b>	<b>Page</b>
4-5-5. DISCONTINUANCE ACTION .....	4-5-1
4-5-6. CANCELLATION OF CONTROLLED AIRSPACE AND INSTRUMENT PROCEDURES .....	4-5-1
4-5-7. DECOMMISSIONING DATE .....	4-5-1
4-5-8. DISCONTINUANCE OF NAVAIDS INCLUDED IN ICAO PLANS .....	4-5-2
4-5-9. INTERNATIONAL STAFF NOTIFICATION .....	4-5-2

### **Section 6. Discontinuance of Military and Non-Federal NAVAIDS**

4-6-1. POLICY .....	4-6-1
4-6-2. RESPONSIBILITY .....	4-6-1
4-6-3. ACTION PRIOR TO DISCONTINUANCE .....	4-6-1
4-6-4. DISCONTINUANCE OF NAVAIDS INCLUDED IN ICAO PLANS .....	4-6-1

## **Part 2. Objects Affecting Navigable Airspace**

### **Chapter 5. Basic**

#### **Section 1. General**

5-1-1. PURPOSE .....	5-1-1
5-1-2. AUTHORITY .....	5-1-1
5-1-3. POLICY .....	5-1-1
5-1-4. SCOPE .....	5-1-1
5-1-5. RESPONSIBILITY .....	5-1-1
5-1-6. SENSITIVE CASES REFERRED TO WASHINGTON .....	5-1-1
5-1-7. AUTOMATION .....	5-1-2
5-1-8. OE/AAA AUTOMATED SYSTEM AIRPORT/RUNWAY DATABASE .....	5-1-2
5-1-9. TRAINING .....	5-1-2
5-1-10. RELEASE OF INFORMATION .....	5-1-2

#### **Section 2. Notices**

5-2-1. REQUIREMENTS .....	5-2-1
5-2-2. PROCESSING .....	5-2-1
5-2-3. FAA FORMS .....	5-2-1

### **Chapter 6. Aeronautical Studies**

#### **Section 1. General**

6-1-1. POLICY .....	6-1-1
6-1-2. AERONAUTICAL STUDY NUMBERS .....	6-1-1
6-1-3. STUDY OF EXISTING STRUCTURES .....	6-1-1
6-1-4. PROPOSALS UNDER CONSTRUCTION .....	6-1-2
6-1-5. STRUCTURES EXCEEDING 2,000 FEET .....	6-1-2
6-1-6. FEASIBILITY STUDIES .....	6-1-2
6-1-7. TOWER OWNERSHIP .....	6-1-3

## Section 2. Initial Processing/Verification

Paragraph	Page
6-2-1. VERIFICATION/E-FILING .....	6-2-1
6-2-2. VERIFICATION/PAPER-FILING .....	6-2-1
6-2-3. DIVISION COORDINATION .....	6-2-2
6-2-4. ADDITIONAL COORDINATION .....	6-2-2

## Section 3. Identifying/Evaluating Aeronautical Effect

6-3-1. POLICY .....	6-3-1
6-3-2. SCOPE .....	6-3-1
6-3-3. DETERMINING ADVERSE EFFECT .....	6-3-1
6-3-4. DETERMINING SIGNIFICANT VOLUME OF ACTIVITY .....	6-3-1
6-3-5. SUBSTANTIAL ADVERSE EFFECT .....	6-3-2
6-3-6. RESPONSIBILITY .....	6-3-2
6-3-7. AIRPORT SURFACES AND CLEARANCE AREAS .....	6-3-11
6-3-8. EVALUATING EFFECT ON VFR OPERATIONS .....	6-3-11
6-3-9. EVALUATING EFFECT ON IFR OPERATIONS .....	6-3-18
6-3-10. EVALUATING EFFECT ON AIR NAVIGATION AND COMMUNICATION FACILITIES .....	6-3-21
6-3-11. EVALUATING PLANNED OR FUTURE AIRPORT DEVELOPMENT PROGRAMS .....	6-3-23
6-3-12. EVALUATING TEMPORARY CONSTRUCTION .....	6-3-23
6-3-13. CONSIDERING SHIELDING .....	6-3-24
6-3-14. CONSIDERING SHADOW PLANE .....	6-3-24
6-3-15. RECOMMENDING MARKING AND LIGHTING OF STRUCTURES .....	6-3-25
6-3-16. NEGOTIATIONS .....	6-3-27
6-3-17. CIRCULARIZATION .....	6-3-27

## Chapter 7. Determinations

### Section 1. Issuing Determinations

7-1-1. POLICY .....	7-1-1
7-1-2. RESPONSIBILITY .....	7-1-1
7-1-3. DETERMINATIONS .....	7-1-1
7-1-4. DETERMINATION CONTENT AND OPTIONS .....	7-1-2
7-1-5. DETERMINATION DATES .....	7-1-6
7-1-6. EXISTING STRUCTURES .....	7-1-6
7-1-7. DISTRIBUTION OF DETERMINATIONS .....	7-1-6

### Section 2. Extension of Determinations

7-2-1. AUTHORITY .....	7-2-1
7-2-2. CONDITIONS .....	7-2-1
7-2-3. COORDINATION .....	7-2-1
7-2-4. EXTENSION PERIOD .....	7-2-1
7-2-5. REVIEW PROVISIONS FOR PETITION .....	7-2-1
7-2-6. DISTRIBUTION .....	7-2-1

### **Section 3. Revision, Correction, and Termination of Determination**

<b>Paragraph</b>	<b>Page</b>
7-3-1. REVISIONS AND TERMINATIONS BASED ON NEW FACTS .....	7-3-1
7-3-2. CORRECTION .....	7-3-1
7-3-3. STANDARD FORMAT .....	7-3-1
7-3-4. DISTRIBUTION .....	7-3-1

## **Chapter 8. Post Determination Action**

### **Section 1. Action**

8-1-1. FOLLOW-UP ACTION .....	8-1-1
8-1-2. RECEIPT OF COMPLETED PSR .....	8-1-1
8-1-3. RECEIPT OF COMPLETED FORM 7460-2 .....	8-1-1
8-1-4. PROCESSING PROJECT ABANDONED NOTIFICATION .....	8-1-2
8-1-5. PROCESSING DISMANTLEMENT NOTIFICATION .....	8-1-2

## **Chapter 9. Discretionary Review Process**

### **Section 1. General**

9-1-1. AUTHORITY .....	9-1-1
9-1-2. OEG RESPONSIBILITY .....	9-1-1
9-1-3. JURISDICTION .....	9-1-1

### **Section 2. Petition Processing**

9-2-1. ADMINISTRATIVE PROCESSING .....	9-2-1
9-2-2. RECOMMENDATIONS .....	9-2-1
9-2-3. DISTRIBUTION OF NOTICES TO GRANT DISCRETIONARY REVIEW .....	9-2-1
9-2-4. OEG PARTICIPATION .....	9-2-1
9-2-5. FINAL DECISION .....	9-2-1
9-2-6. DISTRIBUTION OF DECISION .....	9-2-1

## **Part 3. Airport Airspace Analysis**

### **Chapter 10. Basic**

#### **Section 1. Policy**

10-1-1. PURPOSE .....	10-1-1
10-1-2. AUTHORITY .....	10-1-1
10-1-3. AIRPORT PROGRAMS .....	10-1-1
10-1-4. FUNDING RESPONSIBILITY .....	10-1-2
10-1-5. RESPONSIBILITY .....	10-1-2

#### **Section 2. Airport Study**

10-2-1. PURPOSE .....	10-2-1
10-2-2. STUDY NUMBER ASSIGNMENT .....	10-2-1
10-2-3. PROPOSALS SUBJECT TO AERONAUTICAL STUDY .....	10-2-1

#### **Section 3. Airport Standards**

<b>Paragraph</b>	<b>Page</b>
10-3-1. DESIGN STANDARDS .....	10-3-1
10-3-2. AIRPORT SPACING GUIDELINES AND TRAFFIC PATTERN AIRSPACE AREAS .....	10-3-1
10-3-3. DESIGNATION OF INSTRUMENT RUNWAYS, CHANGES OF AIRPORT STATUS VFR TO IFR AND LOWERING MINIMUMS .....	10-3-2
10-3-4. AIRSPACE FEASIBILITY STUDY .....	10-3-3
10-3-5. ONSITE EVALUATION .....	10-3-3
10-3-6. FORMULATION OF FAA DETERMINATION .....	10-3-3

#### **Section 4. Airport Charting and Publication of Airport Data**

10-4-1. POLICY .....	10-4-1
10-4-2. RESPONSIBILITY .....	10-4-1
10-4-3. AIRPORT CHARTING .....	10-4-1

### **Chapter 11. Evaluating Aeronautical Effect**

#### **Section 1. General**

11-1-1. EXISTING AND PROPOSED OBJECTS .....	11-1-1
11-1-2. AIRPORT TRAFFIC PATTERNS .....	11-1-1
11-1-3. INSTRUMENT FLIGHT PROCEDURES .....	11-1-1
11-1-4. AIR TRAFFIC CONTROL PROCEDURES .....	11-1-1
11-1-5. SAFETY OF PERSONS AND PROPERTY ON THE GROUND .....	11-1-1
11-1-6. NOISE CONSIDERATION .....	11-1-2
11-1-7. AERONAUTICAL ACTIVITY .....	11-1-2
11-1-8. WIND ROSE DATA .....	11-1-2
11-1-9. HELICOPTER INGRESS-EGRESS ROUTES .....	11-1-2
11-1-10. DISPLACED THRESHOLDS AND CHANGING THE RUNWAY END .....	11-1-2
11-1-11. EXISTING AIRPORTS .....	11-1-2

#### **Section 2. Processing of Airport Proposals By Regional Airports Offices**

11-2-1. PROPOSALS .....	11-2-1
11-2-2. AIRPORT LAYOUT PLANS (ALP) .....	11-2-2
11-2-3. NON-PART 157 PROPOSED CONSTRUCTION OR ALTERATION ON NON-OBLIGATED PUBLIC-USE AIRPORTS .....	11-2-2
11-2-4. FAA COORDINATION .....	11-2-2
11-2-5. NEGOTIATION WITH SPONSOR .....	11-2-3
11-2-6. CIRCULARIZATION .....	11-2-3
11-2-7. EVALUATE COMMENTS AND AERONAUTICAL EFFECT .....	11-2-4
11-2-8. INFORMAL AIRSPACE MEETINGS .....	11-2-4
11-2-9. ISSUE DETERMINATION .....	11-2-4

#### **Section 3. Processing of Airport Proposals By Regional Flight Standards Offices**

11-3-1. EFFECT ON SAFETY OF FLIGHT .....	11-3-1
11-3-2. EFFECT ON SAFETY OF PERSONS AND PROPERTY ON THE GROUND ....	11-3-1
11-3-3. ONSITE EVALUATIONS .....	11-3-1

## **Section 4. Processing of Airport Proposals By Operations Support Group Flight Procedures Teams**

<b>Paragraph</b>	<b>Page</b>
11-4-1. EFFECT ON INSTRUMENT PROCEDURES .....	11-4-1
11-4-2. CHANGE OF AIRPORT STATUS FROM VFR TO IFR .....	11-4-1
11-4-3. EVALUATION OF INSTRUMENT RUNWAY DESIGNATIONS .....	11-4-1

## **Section 5. Processing of Airport Proposals By Technical Operations Services Area Offices**

11-5-1. ELECTROMAGNETIC OR LINE-OF-SIGHT INTERFERENCE .....	11-5-1
11-5-2. EVALUATION OF INSTRUMENT RUNWAY DESIGNATION .....	11-5-1
11-5-3. CHANGE IN AIRPORT STATUS FROM VFR TO IFR .....	11-5-1
11-5-4. AIRPORT PROPOSALS .....	11-5-1

## **Section 6. Processing of Airport Proposals By Service Area Offices**

11-6-1. EFFECT ON AIR TRAFFIC CONTROL OPERATIONS .....	11-6-1
11-6-2. COORDINATION .....	11-6-1
11-6-3. AIRPORT TRAFFIC PATTERNS .....	11-6-1
11-6-4. PART 77 REVIEW .....	11-6-2
11-6-5. DESIGNATION OF INSTRUMENT RUNWAY/CHANGE IN AIRPORT STATUS VFR TO IFR .....	11-6-2
11-6-6. ONSITE EVALUATION .....	11-6-2

## **Chapter 12. Airport Determinations**

### **Section 1. General**

12-1-1. RESPONSIBILITY .....	12-1-1
12-1-2. TERMINOLOGY .....	12-1-1
12-1-3. CONDITIONAL DETERMINATIONS .....	12-1-1
12-1-4. EXPIRATION DATES .....	12-1-2
12-1-5. STATEMENT IN DETERMINATIONS .....	12-1-2
12-1-6. AIRPORT MASTER RECORD .....	12-1-3
12-1-7. ADVISE FEDERAL AGREEMENT AIRPORT SPONSORS .....	12-1-3
12-1-8. DISSEMINATION OF STUDY RESULTS .....	12-1-3
12-1-9. REVIEW OF SENSITIVE OR CONTROVERSIAL CASES AND PART 157 DETERMINATIONS .....	12-1-3
12-1-10. DISPOSAL OF FEDERAL SURPLUS REAL PROPERTY FOR PUBLIC AIRPORT PURPOSES .....	12-1-4

## **Chapter 13. Military, NASA, and Other Agency Airport Proposals**

### **Section 1. General**

13-1-1. PRIOR NOTICE TO FAA .....	13-1-1
13-1-2. FORM OF NOTICE .....	13-1-1
13-1-3. FAA HEADQUARTERS REVIEWS .....	13-1-1
13-1-4. REGIONAL/SERVICE AREA OFFICE REVIEW .....	13-1-1
13-1-5. MILITARY PROPOSALS OTHER THAN MCP .....	13-1-1

## **Part 4. Terminal and En Route Airspace**

### **Chapter 14. Designation of Airspace Classes**

#### **Section 1. General**

<b>Paragraph</b>	<b>Page</b>
14-1-1. PURPOSE .....	14-1-1
14-1-2. DEFINITIONS .....	14-1-1
14-1-3. GOVERNING CRITERIA .....	14-1-2
14-1-4. FRACTIONAL MILES .....	14-1-2
14-1-5. AIRSPACE LEGAL DESCRIPTION .....	14-1-2

#### **Section 2. Ad Hoc Committee Procedures for Class B and Class C Airspace Actions**

14-2-1. BACKGROUND .....	14-2-1
14-2-2. POLICY AND PURPOSE .....	14-2-1
14-2-3. COMMITTEE FORMATION .....	14-2-1
14-2-4. FAA PARTICIPATION .....	14-2-1
14-2-5. COMMITTEE PROCESS .....	14-2-1
14-2-6. FAA ACTION ON COMMITTEE RECOMMENDATIONS .....	14-2-2

### **Chapter 15. Class B Airspace**

#### **Section 1. General**

15-1-1. PURPOSE .....	15-1-1
15-1-2. REGIONAL/SERVICE AREA OFFICE EVALUATION .....	15-1-1

#### **Section 2. Class B Airspace Standards**

15-2-1. CRITERIA .....	15-2-1
15-2-2. DESIGNATION .....	15-2-1
15-2-3. CONFIGURATION .....	15-2-1

#### **Section 3. Class B Airspace Processing**

15-3-1. RESPONSIBILITIES .....	15-3-1
15-3-2. STAFF STUDY .....	15-3-1
15-3-3. AIRSPACE USERS COORDINATION .....	15-3-1

### **Chapter 16. Class C Airspace**

#### **Section 1. General**

16-1-1. PURPOSE .....	16-1-1
16-1-2. NONRULEMAKING ALTERNATIVES .....	16-1-1
16-1-3. REGIONAL/SERVICE AREA OFFICE EVALUATION .....	16-1-1
16-1-4. CLASS C AIRSPACE .....	16-1-1

## Section 2. Class C Airspace Standards

Paragraph	Page
16-2-1. CRITERIA .....	16-2-1
16-2-2. DESIGNATION .....	16-2-1
16-2-3. CONFIGURATION .....	16-2-1
16-2-4. TIME OF DESIGNATION .....	16-2-1

## Section 3. Class C Airspace Processing

16-3-1. RESPONSIBILITIES .....	16-3-1
16-3-2. STAFF STUDY .....	16-3-1
16-3-3. AIRSPACE USERS COORDINATION .....	16-3-1

## Chapter 17. Class D Airspace

### Section 1. General

17-1-1. PURPOSE .....	17-1-1
17-1-2. REGIONAL/SERVICE AREA OFFICE EVALUATION .....	17-1-1
17-1-3. DESIGNATION .....	17-1-1
17-1-4. TIME OF DESIGNATION .....	17-1-1
17-1-5. PART TIME SURFACE AREAS .....	17-1-1

### Section 2. Class D Airspace Standards

17-2-1. CONFIGURATION .....	17-2-1
17-2-2. AIRPORT REFERENCE POINT/GEOGRAPHIC POSITION .....	17-2-1
17-2-3. SATELLITE AIRPORTS .....	17-2-1
17-2-4. ADJOINING CLASS D AIRSPACE AREAS .....	17-2-1
17-2-5. DETERMINING CLASS D AREA SIZE .....	17-2-1
17-2-6. DEPARTURES .....	17-2-1
17-2-7. ARRIVAL EXTENSION .....	17-2-1
17-2-8. VERTICAL LIMITS .....	17-2-2
17-2-9. COMMUNICATIONS .....	17-2-2
17-2-10. WEATHER OBSERVATIONS AND REPORTING .....	17-2-2
17-2-11. LOSS OF COMMUNICATION OR WEATHER REPORTING CAPABILITY ...	17-2-2

## Chapter 18. Class E Airspace

### Section 1. General

18-1-1. INTRODUCTION .....	18-1-1
18-1-2. CLASS E SURFACE AREAS .....	18-1-1
18-1-3. DESIGNATION .....	18-1-1

### Section 2. Transitional Airspace

18-2-1. PURPOSE .....	18-2-1
18-2-2. 700/1,200-FOOT CLASS E AIRSPACE .....	18-2-1
18-2-3. 700-FOOT CLASS E AIRSPACE .....	18-2-1
18-2-4. 1,200-FOOT CLASS E AIRSPACE .....	18-2-1
18-2-5. CLASS E AIRSPACE FLOORS ABOVE 1,200 FEET .....	18-2-1
18-2-6. COORDINATION OF MISSED APPROACH ALTITUDES .....	18-2-1



### **Section 3. Transitional Airspace Area Criteria**

<b>Paragraph</b>	<b>Page</b>
18-3-1. DEPARTURE AREA .....	18-3-1
18-3-2. LENGTHY DEPARTURE CLASS E AIRSPACE EXTENSIONS .....	18-3-1
18-3-3. ARRIVAL AREA .....	18-3-1
18-3-4. ARRIVAL EXTENSION .....	18-3-1
18-3-5. PROCEDURE TURN PROTECTION .....	18-3-2
18-3-6. DETERMINING BASE ALTITUDES .....	18-3-2

## **Chapter 19. Other Airspace Areas**

### **Section 1. General**

19-1-1. EN ROUTE DOMESTIC AIRSPACE AREAS .....	19-1-1
19-1-2. OFFSHORE/CONTROL AIRSPACE AREAS .....	19-1-1
19-1-3. DESIGNATION .....	19-1-1
19-1-4. PROCESSING .....	19-1-1

## **Chapter 20. Air Navigational Routes**

### **Section 1. General**

20-1-1. PURPOSE .....	20-1-1
20-1-2. CONTROLLED AIRSPACE .....	20-1-1
20-1-3. WHEN TO DESIGNATE AIR NAVIGATION ROUTES .....	20-1-1
20-1-4. RESPONSIBILITIES .....	20-1-1
20-1-5. ROUTE IDENTIFICATION .....	20-1-1
20-1-6. CHANGEOVER POINTS .....	20-1-2
20-1-7. BASE ALTITUDES .....	20-1-2
20-1-8. MINIMUM EN ROUTE ALTITUDES (MEA) .....	20-1-2
20-1-9. PROCEDURAL REQUIREMENTS .....	20-1-2
20-1-10. ACTION TO RAISE BASE OF TRANSITIONAL AREAS .....	20-1-2

### **Section 2. Flight Inspection Requirements**

20-2-1. REQUEST FOR FLIGHT INSPECTION DATA .....	20-2-1
20-2-2. FLIGHT INSPECTION DATA DISTRIBUTION .....	20-2-1
20-2-3. FLIGHT INSPECTION REQUESTS .....	20-2-1
20-2-4. FLIGHT INSPECTION REPORT .....	20-2-1

### **Section 3. Low/Medium Frequency and VOR Airways**

20-3-1. NAVAID SPACING .....	20-3-1
20-3-2. VERTICAL AND LATERAL EXTENT .....	20-3-1
20-3-3. WIDTH REDUCTIONS .....	20-3-1

### **Section 4. Jet Routes**

20-4-1. DESIGNATION .....	20-4-1
20-4-2. NAVAID SPACING .....	20-4-1
20-4-3. JET ROUTE WIDTH .....	20-4-1

## Section 5. Area Navigation Routes

Paragraph	Page
20-5-1. DISCUSSION .....	20-5-1
20-5-2. WAYPOINT CRITERIA .....	20-5-1
20-5-3. LATERAL PROTECTED AIRSPACE CRITERIA FOR RNAV EN ROUTE SEGMENTS .....	20-5-1
20-5-4. EN ROUTE TURN PROTECTION CRITERIA .....	20-5-1

## Part 5. Special Use Airspace

### Chapter 21. General

#### Section 1. Policy

21-1-1. PURPOSE .....	21-1-1
21-1-2. SCOPE .....	21-1-1
21-1-3. DEFINITION AND TYPES .....	21-1-1
21-1-4. CATEGORIES .....	21-1-1
21-1-5. SUA APPROVAL AUTHORITY .....	21-1-1
21-1-6. MINIMUM NUMBERS AND VOLUME .....	21-1-1
21-1-7. OPTIMUM USE OF AIRSPACE .....	21-1-1
21-1-8. JOINT-USE POLICY .....	21-1-2
21-1-9. ENVIRONMENTAL ANALYSIS .....	21-1-2
21-1-10. CONTROLLING AGENCY .....	21-1-2
21-1-11. USING AGENCY .....	21-1-2
21-1-12. WAIVERS .....	21-1-3
21-1-13. PUBLIC NOTICE PROCEDURES .....	21-1-3
21-1-14. SUA NONRULEMAKING CIRCULARS .....	21-1-3
21-1-15. CHARTING AND PUBLICATION REQUIREMENTS .....	21-1-4
21-1-16. CERTIFICATION OF SUA GEOGRAPHIC POSITIONAL DATA .....	21-1-5
21-1-17. LEAD REGION .....	21-1-5

#### Section 2. SUA Legal Descriptions

21-2-1. GENERAL .....	21-2-1
21-2-2. LATERAL BOUNDARIES .....	21-2-1
21-2-3. VERTICAL LIMITS .....	21-2-1
21-2-4. TIMES OF USE .....	21-2-2
21-2-5. CONTROLLING AGENCY .....	21-2-3
21-2-6. USING AGENCY .....	21-2-3
21-2-7. SUA LEGAL DESCRIPTION AMENDMENTS .....	21-2-3

#### Section 3. SUA Proposals

21-3-1. GENERAL .....	21-3-1
21-3-2. CLASSIFIED INFORMATION .....	21-3-1
21-3-3. PROPOSAL CONTENT .....	21-3-1
21-3-4. ABBREVIATED PROPOSALS .....	21-3-3

## **Section 4. Coordination of Proposals**

<b>Paragraph</b>	<b>Page</b>
21-4-1. POLICY .....	21-4-1
21-4-2. PROPOSAL PRE-COORDINATION .....	21-4-1
21-4-3. ATC FACILITY COORDINATION .....	21-4-1
21-4-4. SUBMISSION OF PROPOSALS .....	21-4-1

## **Section 5. Regional/Service Area Office Actions**

21-5-1. GENERAL .....	21-5-1
21-5-2. REGIONAL/SERVICE AREA OFFICE PROCESSING REQUIREMENTS .....	21-5-1
21-5-3. AERONAUTICAL IMPACT CONSIDERATION .....	21-5-2
21-5-4. ENVIRONMENTAL DOCUMENT REVIEW .....	21-5-2
21-5-5. REGIONAL/SERVICE AREA OFFICE DETERMINATION .....	21-5-2
21-5-6. DISAPPROVAL OF PROPOSALS .....	21-5-2
21-5-7. SUBMISSION OF APPROVAL RECOMMENDATIONS TO FAA HEADQUARTERS .....	21-5-3
21-5-8. HANDLING OF PROPOSALS TO REDUCE OR REVOKE SUA .....	21-5-3
21-5-9. FAA INITIATED SUA PROPOSALS .....	21-5-3

## **Section 6. Aeronautical Study**

21-6-1. PURPOSE .....	21-6-1
21-6-2. POLICY .....	21-6-1
21-6-3. CONTENT OF STUDY .....	21-6-1

## **Section 7. Restricted Area and MOA Annual Utilization Reports**

21-7-1. PURPOSE .....	21-7-1
21-7-2. REPORTING REQUIREMENTS .....	21-7-1
21-7-3. SUPPLEMENTARY REPORTS .....	21-7-1
21-7-4. UTILIZATION REPORT TERMS .....	21-7-1
21-7-5. REVIEW REQUIREMENT .....	21-7-2
21-7-6. REVIEW SUMMARY .....	21-7-2

## **Section 8. SUA Review and Analysis**

21-8-1. GENERAL .....	21-8-1
21-8-2. POLICY .....	21-8-1
21-8-3. SOURCES OF INFORMATION .....	21-8-1
21-8-4. UTILIZATION STANDARDS .....	21-8-1
21-8-5. SUA REVIEW GUIDE .....	21-8-2
21-8-6. SUA REVIEW FOLLOW UP ACTION .....	21-8-3

## **Section 9. SUA Review Teams**

21-9-1. PURPOSE .....	21-9-1
21-9-2. TEAM COMPOSITION .....	21-9-1
21-9-3. RESPONSIBILITIES .....	21-9-1
21-9-4. TEAM REPORT .....	21-9-1
21-9-5. FOLLOW UP ACTION .....	21-9-2

## Chapter 22. Prohibited Areas

### Section 1. General

Paragraph	Page
22-1-1. DEFINITION .....	22-1-1
22-1-2. PURPOSE .....	22-1-1
22-1-3. IDENTIFICATION .....	22-1-1
22-1-4. DESCRIPTION .....	22-1-1
22-1-5. WAIVERS/AUTHORIZATION .....	22-1-1

### Section 2. Processing

22-2-1. SUBMISSION OF PROPOSALS .....	22-2-1
22-2-2. REGIONAL/SERVICE AREA OFFICE ACTIONS .....	22-2-1

## Chapter 23. Restricted Areas

### Section 1. General

23-1-1. DEFINITION .....	23-1-1
23-1-2. PURPOSE .....	23-1-1
23-1-3. IDENTIFICATION .....	23-1-1
23-1-4. RESTRICTED AREA FLOOR .....	23-1-1
23-1-5. JOINT USE .....	23-1-1
23-1-6. TEMPORARY RESTRICTED AREAS .....	23-1-1

### Section 2. Processing

23-2-1. SUBMISSION OF PROPOSALS .....	23-2-1
23-2-2. TEMPORARY RESTRICTED AREA PROPOSALS .....	23-2-1

## Chapter 24. Warning Areas

### Section 1. General

24-1-1. DEFINITION .....	24-1-1
24-1-2. PURPOSE .....	24-1-1
24-1-3. IDENTIFICATION .....	24-1-1
24-1-4. JOINT USE .....	24-1-1

### Section 2. Processing

24-2-1. SUBMISSION OF PROPOSALS .....	24-2-1
24-2-2. EXECUTIVE ORDER 10854 COORDINATION .....	24-2-1

## Chapter 25. Military Operations Areas

### Section 1. General

25-1-1. DEFINITION .....	25-1-1
25-1-2. PURPOSE .....	25-1-1
25-1-3. IDENTIFICATION .....	25-1-1
25-1-4. MOA FLOOR .....	25-1-1

<b>Paragraph</b>	<b>Page</b>
25-1-5. LOCATION .....	25-1-1
25-1-6. JOINT USE .....	25-1-1
25-1-7. TEMPORARY MOAs .....	25-1-1
25-1-8. MOAs IN CLASS G AIRSPACE .....	25-1-2

### **Section 2. Processing**

25-2-1. SUBMISSION OF PROPOSALS .....	25-2-1
25-2-2. TEMPORARY MOA PROCESSING .....	25-2-1

## **Chapter 26. Alert Areas**

### **Section 1. General**

26-1-1. DEFINITION .....	26-1-1
26-1-2. PURPOSE .....	26-1-1
26-1-3. LOCATION .....	26-1-1
26-1-4. ACTIVITIES .....	26-1-1
26-1-5. IDENTIFICATION .....	26-1-1

### **Section 2. Criteria**

26-2-1. GENERAL .....	26-2-1
26-2-2. TYPES OF OPERATIONS .....	26-2-1

### **Section 3. Processing**

26-3-1. ALERT AREA PROPOSALS .....	26-3-1
26-3-2. SUBMISSION OF PROPOSALS .....	26-3-1

## **Chapter 27. Controlled Firing Areas**

### **Section 1. General**

27-1-1. DEFINITION .....	27-1-1
27-1-2. PURPOSE .....	27-1-1
27-1-3. CRITERIA .....	27-1-1
27-1-4. CHARTING .....	27-1-1
27-1-5. DIMENSIONS .....	27-1-1
27-1-6. ACTIVITIES .....	27-1-1
27-1-7. APPROVAL .....	27-1-1
27-1-8. SUSPENSION OR REVOCATION .....	27-1-1

### **Section 2. Processing**

27-2-1. SUBMISSION REQUIREMENTS .....	27-2-1
27-2-2. CFA PROPOSALS .....	27-2-1
27-2-3. REGIONAL/SERVICE AREA OFFICE ACTION .....	27-2-1
27-2-4. APPROVAL LETTER .....	27-2-1

### **Section 3. Safety Precautions**

<b>Paragraph</b>	<b>Page</b>
27-3-1. USER RESPONSIBILITIES .....	27-3-1
27-3-2. PRECAUTIONARY MEASURES .....	27-3-1
27-3-3. AREA SURVEILLANCE .....	27-3-1

## **Chapter 28. National Security Areas**

### **Section 1. General**

28-1-1. DEFINITION .....	28-1-1
28-1-2. PURPOSE .....	28-1-1
28-1-3. CRITERIA .....	28-1-1
28-1-4. DIMENSIONS .....	28-1-1
28-1-5. CHARTING .....	28-1-1
28-1-6. EXPIRATION, SUSPENSION, OR REVOCATION .....	28-1-1

### **Section 2. Processing**

28-2-1. NSA PROPOSALS .....	28-2-1
28-2-2. SUBMISSION OF PROPOSALS .....	28-2-1
28-2-3. REGIONAL/SERVICE AREA OFFICE PROCESSING .....	28-2-1
28-2-4. AIRSPACE REGULATIONS AND ATC PROCEDURES GROUP PROCESSING .....	28-2-1

## **Part 6. Miscellaneous Procedures**

## **Chapter 29. Outdoor Laser Operations**

### **Section 1. General**

29-1-1. PURPOSE .....	29-1-1
29-1-2. AUTHORITY .....	29-1-1
29-1-3. POLICY .....	29-1-1
29-1-4. RESPONSIBILITIES .....	29-1-1
29-1-5. DEFINITIONS .....	29-1-1

### **Section 2. Evaluating Aeronautical Effect**

29-2-1. SERVICE CENTER COORDINATION .....	29-2-1
29-2-2. AERONAUTICAL REVIEW .....	29-2-1
29-2-3. LOCAL LASER WORKING GROUP (LLWG) .....	29-2-1
29-2-4. PROTECTION DISTANCE CALCULATIONS .....	29-2-2
29-2-5. CONTROL MEASURES .....	29-2-2

### **Section 3. Aeronautical Determinations**

29-3-1. FINDINGS .....	29-3-1
29-3-2. CONTENT OF DETERMINATIONS .....	29-3-1
29-3-3. PUBLICATION OF LASER OPERATIONS IN THE NAS .....	29-3-1

### **Section 4. Notices to Airmen**

29-4-1. ISSUANCE OF NOTICES TO AIRMEN (NOTAM) .....	29-4-1
---	--------

## Section 5. Aircraft Illumination Actions

<b>Paragraph</b>	<b>Page</b>
29-5-1. PROCEDURES .....	29-5-1

## Chapter 30. High Intensity Light Operations

### Section 1. General

30-1-1. PURPOSE .....	30-1-1
30-1-2. POLICY .....	30-1-1
30-1-3. AUTHORITY .....	30-1-1
30-1-4. DEFINITIONS .....	30-1-1

### Section 2. Aeronautical Review/Determinations

30-2-1. EVALUATION OF AFFECTED AIRSPACE AREAS .....	30-2-1
30-2-2. AERONAUTICAL STUDY .....	30-2-1
30-2-3. CONTENT OF DETERMINATION .....	30-2-1

## Chapter 31. Amateur Rocket and Commercial Space Operations

### Section 1. General

31-1-1. PURPOSE .....	31-1-1
31-1-2. AUTHORITY .....	31-1-1
31-1-3. POLICY .....	31-1-1
31-1-4. CONTROLLING FACILITY .....	31-1-1
31-1-5. DEFINITIONS .....	31-1-1
31-1-6. RESOURCES .....	31-1-2

### Section 2. Amateur Rockets

31-2-1. RESPONSIBILITIES .....	31-2-1
31-2-2. GENERAL OPERATING LIMITATIONS .....	31-2-1
31-2-3. AMATEUR ROCKET PROCESS .....	31-2-1
31-2-4. AERONAUTICAL ANALYSIS .....	31-2-2
31-2-5. AIRSPACE MANAGEMENT .....	31-2-3
31-2-6. WAIVER/AUTHORIZATION FORMAT AND CONTENT .....	31-2-3
31-2-7. NOTIFICATION TO AIR TRAFFIC FACILITIES .....	31-2-4
31-2-8. NOTAMS .....	31-2-4

### Section 3. Launch and Reentry Vehicle Operations

31-3-1. RESPONSIBILITIES .....	31-3-1
31-3-2. LOA CONTENT .....	31-3-1
31-3-3. LOA COORDINATION .....	31-3-2
31-3-4. NOTICE TO AIRMEN (NOTAM) .....	31-3-2
31-3-5. LAUNCH AND REENTRY PROCESS .....	31-3-2

## **Section 4. Launch and Reentry Sites**

<b>Paragraph</b>	<b>Page</b>
31-4-1. RESPONSIBILITIES .....	31-4-1
31-4-2. LOA CONTENT .....	31-4-1
31-4-3. LOA COORDINATION .....	31-4-1
31-4-4. LAUNCH AND REENTRY SITE PROCESS .....	31-4-1

## **Chapter 32. Environmental Matters**

### **Section 1. General Information**

32-1-1. PURPOSE .....	32-1-1
32-1-2. POLICY .....	32-1-1
32-1-3. BACKGROUND .....	32-1-1
32-1-4. DELEGATION OF AUTHORITY .....	32-1-2
32-1-5. RESPONSIBILITIES .....	32-1-2

### **Section 2. Environmental Processing**

32-2-1. THE PROCESS .....	32-2-1
32-2-2. ENVIRONMENTAL REVIEW OF PROCEDURES .....	32-2-5
32-2-3. SPECIAL USE AIRSPACE (SUA) .....	32-2-7
32-2-4. CFR PART 150 STUDIES .....	32-2-8

### **Section 3. Environmental Impact Categories and Other Topics**

32-3-1. ENVIRONMENTAL IMPACT CATEGORIES TO BE INCLUDED IN ANALYSIS	32-3-1
32-3-2. ENVIRONMENTAL IMPACT CATEGORIES EXCLUDED FROM ANALYSIS ..	32-3-2
32-3-3. ENVIRONMENTAL SCREENING AND MODELING TOOLS .....	32-3-3
32-3-4. RECORDS RETENTION .....	32-3-4

### **Section 4. Air Traffic-Specific Environmental Guidance and Requirements**

32-4-1. DEPARTMENT OF TRANSPORTATION (DOT) ACT SECTION 4(f) (RECODIFIED AS 49 USC SECTION 303(c)) .....	32-4-1
32-4-2. ENVIRONMENTAL JUSTICE (TITLE VI/NEPA) .....	32-4-1
32-4-3. COMMUNITY INVOLVEMENT .....	32-4-1
32-4-4. SEGMENTATION, INDEPENDENT UTILITY, AND CUMULATIVE IMPACTS .	32-4-1
32-4-5. DIVERSE VECTORING AREAS (DVA) .....	32-4-1
32-4-6. NATIONAL SECURITY AREAS (NSAs) .....	32-4-2
32-4-7. RECORDS RETENTION .....	32-4-2
32-4-8. APPENDICES .....	32-4-3
32-4-9. MEMORANDUMS AND EMAILS SUPERCEDED BY THIS ORDER .....	32-4-3

## **Chapter 33. Parasail Operations**

### **Section 1. General**

33-1-1. PURPOSE .....	33-1-1
33-1-2. AUTHORITY .....	33-1-1
33-1-3. POLICY .....	33-1-1
33-1-4. CONTROLLING FACILITY .....	33-1-1



<b>Paragraph</b>	<b>Page</b>
33-1-5. RESOURCES .....	33-1-1

## **Section 2. Waivers**

33-2-1. RESPONSIBILITIES .....	33-2-1
33-2-2. GENERAL OPERATING LIMITATIONS .....	33-2-1
33-2-3. WAIVERS .....	33-2-1
33-2-4. WAIVER PROCESS .....	33-2-1
33-2-5. AERONAUTICAL ANALYSIS .....	33-2-2
33-2-6. FACILITY COORDINATION .....	33-2-2
33-2-7. WAIVER/AUTHORIZATION FORMAT AND CONTENT .....	33-2-2

## **Appendices**

Appendix 1. Environmental Study Process Flow Chart .....	Appendix 1-1
Appendix 2. Procedures for Processing SUA Actions Environmental Process Flow Chart ...	Appendix 2-1
Appendix 3. Procedures for Processing SUA Actions Aeronautical Process Flow Chart ....	Appendix 3-1
Appendix 4. FAA Procedures for Processing SUA Actions: Aeronautical and Environmental Summary Table .....	Appendix 4-1
Appendix 5. Air Traffic Initial Environmental Review .....	Appendix 5-1
Appendix 6. Sample DOT FAA Categorical Exclusion Declaration .....	Appendix 6-1
Appendix 7. FAA/DOD Memorandum of Understanding .....	Appendix 7-1
Appendix 8. FAA Special Use Airspace Environmental Processing Procedures .....	Appendix 8-1
Appendix 9. Noise Policy for Management of Airspace Over Federally Managed Lands ...	Appendix 9-1
Appendix 10. Community Involvement Policy .....	Appendix 10-1



# Part 1. General Procedures for Airspace Management

## Chapter 1. General

### Section 1. Introduction

#### 1-1-1. PURPOSE OF THIS ORDER

a. This order prescribes policy, criteria, guidelines, and procedures applicable to the System Operations Services, System Operations Airspace and AIM; Technical Operations ATC Spectrum Engineering Services; the Office of Airport Planning and Programming, APP; the Office of Airport Safety and Standards, AAS; Technical Operations Aviation System Standards; and the Flight Standards Service, AFS.

b. While this order provides procedures for handling airspace matters, additional procedures and criteria to supplement those contained herein may be set forth in other directives and should be consulted.

#### 1-1-2. AUDIENCE

a. This order applies to all ATO personnel and anyone using ATO directives.

b. This order also applies to all regional, service area, and field organizational elements involved in rulemaking and nonrulemaking actions associated with airspace allocation and utilization, obstruction evaluation, obstruction marking and lighting, airport airspace analysis, and the management of air navigation aids.

#### 1-1-3. WHERE TO FIND THIS ORDER

This order is available on the FAA Web site at [http://www.faa.gov/air\\_traffic/publications](http://www.faa.gov/air_traffic/publications) and [http://employees.faa.gov/tools\\_resources/orders\\_notices/](http://employees.faa.gov/tools_resources/orders_notices/).

#### 1-1-4. WHAT THIS ORDER CANCELS

FAA Order 7400.2J, Procedures for Handling Airspace Matters, dated February 9, 2012, and all changes to it are canceled.

#### 1-1-5. CHANGE AUTHORITY

The Vice President, Mission Support Services, will issue changes to this directive after obtaining concurrence from the affected Headquarters offices/services/service units on the cover of this order.

#### 1-1-6. EXPLANATION OF CHANGES

a. The significant changes to this order are identified in the Explanation of Changes page(s). It is advisable to retain the page(s) throughout the duration of the basic order.

b. If further information is desired, please direct questions through the appropriate facility/service area/regional office to the headquarters office of primary responsibility.

#### 1-1-7. SUBMISSION CUTOFF AND EFFECTIVE DATES

This order and its changes are scheduled to be published to coincide with AIRAC dates. However, due to the infrequent nature of changes submitted for this order, publishing may be postponed.

Publication Schedule		
Basic or Change	Cutoff Date for Submission	Effective Date of Publication
JO 7400.2K	8/22/13	4/3/14
Change 1	4/3/14	7/24/14
Change 2	12/10/15	5/26/16
Change 3	5/26/16	11/10/16
JO 7400.2L	11/10/16	4/27/17

#### 1-1-8. DELIVERY DATES

This order will be available on the FAA website 30 days prior to its effective date.

All organizations are responsible for viewing, downloading, and subscribing to receive electronic mail notifications when changes occur to this order.

Subscriptions can be made at [http://www.faa.gov/air\\_traffic/publications/](http://www.faa.gov/air_traffic/publications/).

### **1-1-9. RECOMMENDATIONS FOR PROCEDURAL CHANGES**

**a.** The responsibility associated with processing and coordinating revisions to this order is delegated to the Manager, Airspace Policy Group.

**b.** Proposed changes or recommended revisions must be submitted, in writing, to the Airspace Policy Group. The proposal should include a description of the proposal and the language to be inserted in the order.

**c.** When appropriate, the Airspace Policy Group may convene a workgroup for the purpose of reviewing, clarifying, editing, or revising recommendations received to revise this order. Composition of the workgroup will be determined by the subject matter and the expertise required. The Airspace Policy Group is responsible for the selection of the

members of the workgroup, and for appointing the chairperson of the group.

**d.** The Air Traffic Procedures directorate is responsible for ensuring all approved revisions are published.

**e.** When revised, reprinted, or additional pages are issued, they will be marked as follows:

**1.** Each revised or added page will show the change number and effective date of the change.

**2.** Bold vertical lines in the margin of the text will mark the location of substantive procedural, operational, or policy changes (for example, when material that affects the performance of duty is added, revised, or deleted).

### **1-1-10. DISTRIBUTION**

This order is available online and will be distributed electronically to all offices that subscribe to receive email notification/access to it through the FAA Web site ([http://www.faa.gov/air\\_traffic/publications/](http://www.faa.gov/air_traffic/publications/)).

shielding structure until it intersects or reaches the end of one of the imaginary approach area surfaces; see FIG 6-3-13, FIG 6-3-14, and FIG 6-3-15.

### **6-3-15. RECOMMENDING MARKING AND LIGHTING OF STRUCTURES**

**a. STANDARDS.** FAA standards, procedures, and types of equipment specified for marking and lighting structures are presented in AC 70/7460-1, Obstruction Marking and Lighting. These standards provide a uniform means to indicate the presence of structures and are the basis for recommending marking and lighting to the public. These standards are the minimum acceptable level of conspicuity to warn pilots of the presence of structures. They must also apply when Federal funds are to be expended for the marking and lighting of structures.

**b. AERONAUTICAL STUDY.** All aeronautical studies must include an evaluation to determine whether obstruction marking and/or lighting are necessary and to what extent. The entire structure or complex, including closely surrounding terrain and other structures, must be considered in recommending marking and lighting. A subsequent study may indicate a need to change an earlier determination by recommending marking and/or lighting when such recommendation was not made in the original study or, in some cases, after a determination was issued.

**1. Proposed Structures.** A change in runway length or alignment, a new airport development project, a change in aeronautical procedures, or other similar reasons may be cause for additional study of proposed structures to determine whether marking and/or lighting are now appropriate even when not recommended in the original study.

**2. Existing Structures.** A marking and/or lighting recommendation may be made at any time. In making the recommendation consider changes that have occurred in the vicinity of the structure since the initial determination was made and include such factors as increased aircraft activity, the closing of an airport, changes in IFR and VFR routes, and shielding by taller structures.

**c. RECOMMENDATIONS.** Recommend the marking and/or lighting standard most appropriate for the height and location of any temporary or permanent structure that:

**1.** Exceeds 200 feet in overall height above ground level at its site or exceeds any obstruction standard contained in Part 77, Subpart C, unless an aeronautical study shows the absence of such marking and/or lighting will not impair aviation safety.

**2.** Is not more than 200 feet AGL, or is not identified as an obstruction under the standards of Part 77, Subpart C, but may indicate by its particular location a need to be marked or lighted to promote aviation safety.

**d. PARTIAL MARKING AND/OR LIGHTING.** Omitting marking and/or lighting on the structure's bottom section; for example, the lowest 200 feet of a tall structure should be discouraged unless that part of the structure is shielded. Marking and lighting standards are based on a total system configuration and are only effective when used as intended. Therefore, the structure and its location must be given careful consideration before recommending partial marking and/or lighting.

**e. OMISSION/DELETION OF MARKING AND/OR LIGHTING.** When recommending that marking and/or lighting be omitted because the structure is sufficiently conspicuous by its shape, size, and/or color, include a judgment that the structure would not blend into any physical or atmospheric background that may reasonably be expected in the vicinity.

**f. EXCESSIVE MARKING AND/OR LIGHTING.** Recommend specific advisory circular chapters, paragraphs, and, when appropriate, specific intensities that address the minimum marking and/or lighting standards for safety. Recommendation of specific chapters allow for the use of those chapters only, although they may contain references to other chapters. If the sponsor insists on or the FAA finds that high intensity white lights would not be objectionable, indicate in the determination that the FAA does not object to increased conspicuity provided the lighting is in accordance with guidelines of AC 70/7460-1, Obstruction Marking and Lighting.

**g. VOLUNTARY MARKING AND/OR LIGHTING.** When it is determined not necessary for aviation safety, marking and/or lighting may be accomplished on a voluntary basis. However, marking and/or lighting should not be a condition of the determination, but instead, it must be recommen-

ded that, if voluntary, marking and/or lighting be installed and maintained in accordance with AC 70/7460-1.

#### **h. HIGH AND MEDIUM INTENSITY WHITE OBSTRUCTION LIGHTING SYSTEMS:**

**1.** High intensity lighting systems should not be recommended for structures 700 feet above ground level or less, except when an aeronautical study shows otherwise. This does not apply to catenary support structures.

**2.** Use caution in recommending the use of high or medium intensity white obstruction lighting systems, especially in a populated area. Aircraft operations can be adversely affected where strobe-lighted structures are located in an area of limited visual cues. These situations can contribute to spatial disorientation when pilots are maneuvering in minimum visibility conditions. Marine or surface vessels and other vehicles, especially on nearby elevated roadways, could also experience operational difficulties from strobe lights. External shielding may minimize adverse effects. Examples are:

**(a)** At locations within the airport/heliport environment in a sparsely lighted rural setting.

**(b)** At an offshore installation.

**3.** Dual lighting systems should be considered when a structure is located in or near residential areas, especially in hilly terrain where some houses are higher than the base of the structure.

**i. LIGHTED SPHERICAL MARKERS.** Lighted spherical markers are available for increased night conspicuity of high-voltage (69kv or greater) transmission-line catenary wires. These markers should be recommended for increased night conspicuity for such wires when located near airports, heliports, across rivers, canyons, lakes, etc. Consider the following when recommending lighted spherical markers: aeronautical activity, nighttime operations, low level operations, local weather conditions, height of wires, length of span, etc. If the support structures are to be lighted, also consider lighting the catenary wires. Installation, size, color, and pattern guidelines can be found in Advisory Circular 70/7460-1, Obstruction Marking and Lighting.

**j. DEVIATIONS AND MODIFICATION TO MARKING AND/OR LIGHTING.** When the sponsor or owner of a structure requests permission to deviate from or modify the recommended marking and/or lighting, an appropriate aeronautical study should be made to determine whether the deviation/modification is acceptable, and/or whether the recommended marking and/or lighting should be retained.

**1.** A deviation refers to a change from the standard patterns, intensities, flashing rates, etc. A marking and lighting deviation is considered to be marking patterns or colors and lighting patterns, intensities, flashing rates, or colors other than those specified in AC 70/7460-1.

**(a)** Requests for deviations must be forwarded to Airspace Regulations and ATC Procedures Group only after an aeronautical study has been conducted on the proposal. The results of the study and the regional recommendation must be submitted with the request.

**(b)** Deviations require approval by the Director of Mission Support, Airspace Services. Airspace Regulation and ATC Procedures Group must effect all coordination necessary for issuing the decision to approve or disapprove. The approval or disapproval decision must be forwarded to the region/service area office for response to the sponsor. Examples of deviations are contained in AC 70/7460-1.

**2.** The OEG may approve a request for a modified application of marking and/or lighting. Examples of modified applications may be found in AC 70/7460-1. A modified application of marking and lighting refers to the amount of standard marking and/or lighting such as:

**(a)** Placing the standard marking and/or lighting on only a portion of a structure.

**(b)** Adding marking and/or lighting in addition to the standard marking and lighting to improve the conspicuity of the structure;

**(c)** Reducing the amount of standard marking and/or lighting to the extent of eliminating one or the other as may be considered appropriate.

**(d)** Adjusting the standard spacing of recommended intermediate light levels for ease of

# Chapter 32. Environmental Matters

## Section 1. General Information

### 32-1-1. PURPOSE

This section provides guidance and establishes policy and procedures to assist air traffic personnel in applying the requirements of FAA Order 1050.1, Environmental Impacts: Policies and Procedures, to proposed air traffic actions. The guidance in this chapter will assist air traffic personnel in determining the level of environmental study appropriate for a proposed action and in preparing the required environmental documentation.

The policies and procedures set forth in this chapter are intended to supplement the requirements of FAA Order 1050.1 and other Department of Transportation and FAA directives.

Further, this chapter outlines the approach for considering environmental issues and helps reduce the complexity of the review process, while ensuring that the environmental process associated with proposed air traffic actions is thoroughly and properly documented.

### 32-1-2. POLICY

It is air traffic policy to use an interdisciplinary approach to ensure compliance with all environmental laws and regulations. This policy requires that all projects be reviewed as early as possible to determine if there is potential to impact the quality of the human environment as defined by the National Environmental Policy Act of 1969, as amended (NEPA). All units of Air Traffic Services and Mission Support Services must adhere to the requirements in FAA Order 1050.1.

In addition, all units must comply with the guidelines and directions detailed in this chapter whenever reviewing regulatory and nonregulatory airspace actions.

### 32-1-3. BACKGROUND

a. FAA Order 1050.1 establishes policies and procedures and assigns responsibility for ensuring FAA compliance with NEPA and its implementing regulations issued by the Council on Environmental Quality (CEQ) (40 CFR parts 1500–1508), the Department of Transportation (DOT) Order 5610.1, FAA Order 1050.1, and other related statutes and directives.

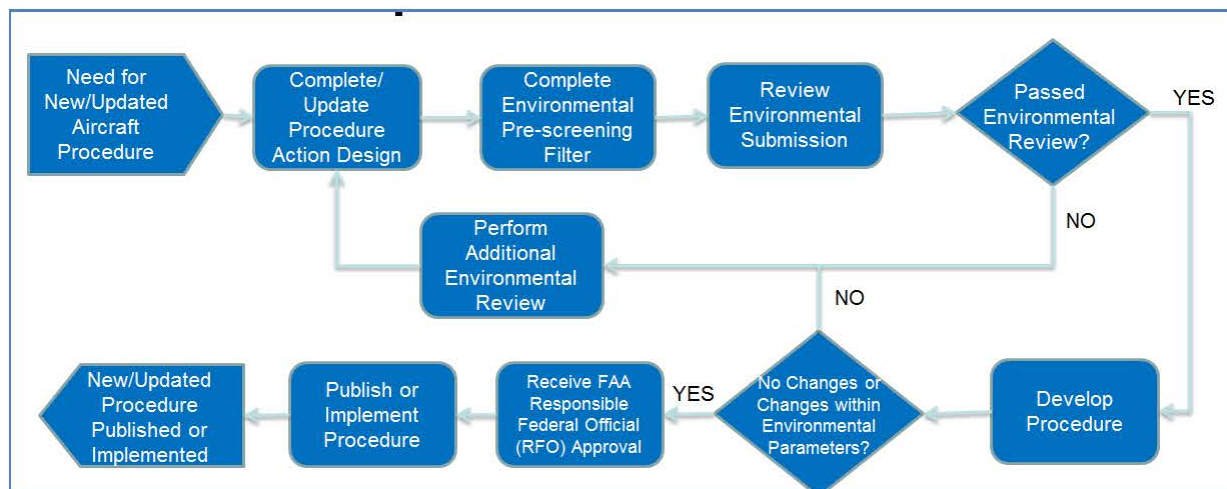
b. The complexity of environmental issues associated with some air traffic activities necessitates a systematic and uniform approach to the environmental review process. This process must assess all impacts, as well as provide the data for preparing all required environmental and supporting documentation.

c. FAA Order 1050.1 provides the overall procedures and guidance for the FAA's environmental responsibilities. It is the intent of this chapter to complement, and not repeat in its entirety, what is already contained in FAA Order 1050.1. However, there are issues addressed in FAA Order 1050.1 that require further detail for air traffic or additional emphasis to ensure they are properly addressed.

d. The re-engineered environmental review process for Instrument Flight Procedures (IFPs) requires completion of a pre-screening filter and, in certain cases, eliminates the need to complete the Air Traffic IER form (see Appendix 5), the checklist in support of a Categorical Exclusion (CATEX) Determination, and the CATEX Memo. The re-engineered environmental review process is depicted in FIG 32-1-1.

e. This chapter is designed to address these unique actions (for example, special use airspace proposals) and provide the additional detail necessary for air traffic to conduct an adequate environmental review.

**FIG 32-1-1**  
**IFP Re-Engineered Environmental Review Process**



#### 32-1-4. DELEGATION OF AUTHORITY

The Approving Official for Environmental Assessments (EAs), Findings of No Significant Impact (FONSIs) and Environmental Impact Statements (EISs) is the FAA official with signature authority for these documents. The FAA official with signature authority to approve a Record of Decision (ROD) is the decision-maker (see Order 1100.154A, Delegation of Authority).

a. The air traffic facility manager has signature authority for memoranda related to administrative actions listed in FAA Order 1050.1, paragraph 2-1.2.d. and advisory actions discussed in FAA Order 1050.1, paragraph 2-1.2.b.

b. The Vice President for Mission Support Services has signature authority for EAs, FONSIs, EISs, and RODs for all Performance-Based Navigation (PBN) and airspace re-design (for example, Metroplex) projects and may delegate this authority to a Service Center Director in the respective Service Center.

c. The Service Center Directors have signature authority for CATEXs and, as delegated by the Vice President for Mission Support Services, for EAs, FONSIs, EISs, and RODs which are exclusively within the scope of a single Service Center; and may delegate this authority to the Operations Support Group Manager within that Service Center. For Special Use Airspace (SUA) actions that require approval at the Headquarters level, the associated

environmental document also requires approval and signature at the Headquarters level.

d. The Vice President for Mission Support Services has signature authority for EAs, FONSIs, EISs, and RODs that are beyond the scope of authority of a single Service Center. This authority cannot be delegated.

e. The Service Center Directors are responsible for air traffic environmental compliance for proposed actions within the jurisdiction of air traffic facilities within their respective service areas.

f. The Mission Support, Airspace Policy Group is responsible for coordinating environmental processes that cross service area boundaries.

g. The Service Center Operations Support Group (OSG) Flight Procedures Team (FPT) must assist the Service Center Environmental Specialist in preparing CATEXs based on the results of the re-engineered environmental review process for IFPs unless it is routed to an OSG Environmental Specialist, at which time it is subject to the authority and responsibilities described above in this Order.

#### 32-1-5. RESPONSIBILITIES

The order of delegated authority for air traffic environmental processes is as follows:

a. Mission Support, Airspace Services, Airspace Policy Group. The Airspace Policy Group has been delegated authority to direct and implement environmental policy and procedures for air traffic



actions. It must design and initiate training programs to educate air traffic personnel in Headquarters, in the Service Centers, Air Traffic Services Service Areas, and in air traffic field facilities on environmental laws, regulations, policies, and processes related to the implementation or revision of air traffic airspace and procedures.

The Airspace Policy Group must direct and implement training for air traffic Environmental Specialists in the use of environmental screening and modeling tools (see Subparagraph 32-1-5.b, Service Center Directors). Additionally, the Airspace Policy Group must serve as the air traffic focal point for the Headquarters Environmental Network chaired by the Office of Environment and Energy (AEE).

**b. Service Center Directors.**

**1.** The Service Center Directors have the final responsibility for ensuring that all appropriate environmental documentation within their area of jurisdiction is prepared accurately and completely.

**2.** The Service Center Directors must be responsible for designating at least one person to serve as the Environmental Specialist within his/her service area to address air traffic environmental issues. Funding for training associated with the duties of the Environmental Specialist must also be the responsibility of the Service Center Director (or his/her designee).

**3.** The Service Center Director (or his/her designee) must appoint a representative to serve as the focal point for his/her service area on Regional Environmental Networks within his/her service area. The representative must coordinate any environmental activity in his/her service area with the Airspace Policy Group, as appropriate.

**4.** The Service Center Directors must ensure that the Environmental Specialist attends the following training or equivalent, as soon as practical after his/her appointment to the position:

(a) FAA Academy Course #50019, Airspace and Procedures.

(b) Electronic Learning Management System (eLMS) Course #60000076, Mission Support Services' National Environmental Policy Act (NEPA) & Air Traffic Applications.

(c) NEPA 102 for the Re-engineered Environmental Review Process for Instrument Flight Procedures (IFPs).

(d) Re-engineered Environmental Review Process for IFPs and the Environmental Pre-Screening Filter.

(e) Environmental screening tools (pre-screening filter, noise screening guidance document, Aviation Environmental Screening Tool (AEST), and/or TARGETS Environmental Plug-in.)

(f) Environmental Modeling Tool (Aviation Environmental Design Tool (AEDT)).

**NOTE-**

*Recurrent training to supplement these minimums should be provided, as appropriate. Additionally, when members of the FPT or other specialists have duties that include the use of the Pre-Screening Filter, they must complete training on the Filter, NEPA 101, and NEPA 102.*

**c. OSG Manager.**

The OSG manager must act as the FAA environmental point of contact when another Federal agency (for example, Department of Defense (DOD)) requests FAA participation as a Cooperating Agency on air traffic or airspace actions.

**NOTE-**

*When a request for Cooperating Agency status is received from the DOD related to Special Use Airspace (SUA), a copy of Appendix 2 and Appendix 3, (flow charts for SUA environmental and aeronautical non-rulemaking and rulemaking actions, respectively) along with a copy of Appendix 4 (a summary of FAA procedures for processing DOD SUA actions), will be attached to the response. A copy of the response, which will also identify the Service Area environmental point of contact, will be provided to the appropriate Service Area.*

**d. Service Center Environmental Specialist.**

**1.** Center, TRACON, and ATCT facility managers are responsible for participating in the development of all appropriate environmental documentation for proposed air traffic actions within their jurisdiction, and assisting the Service Center Environmental Specialist in ensuring that such documentation is prepared accurately and completely.

The facility managers also are responsible for designating at least one facility staff specialist within their scope of operations to coordinate with the Service Center Environmental Specialist when addressing environmental issues. The facility

specialist may be required to perform his/her environmental duties on a full-time or collateral basis. The decision about the need for a full-time Environmental Specialist at a field facility must be made by the facility manager.

**2.** The Service Center Environmental Specialist is responsible for the preparation of CATEXs, EAs, EISs, Letters of Adoption, Written Reevaluations, FONSI, and RODs for air traffic actions unless it is a CATEX prepared based on the results of the IFP Environmental Pre-Screening Filter that do not require additional environmental review (in that case, the OSG FPT is responsible (see paragraph 32-1-5e)). When the results of the Pre-Screening Filter indicate that additional environmental review is needed, the Service Center Environmental Specialist is responsible for that additional review and preparation of the appropriate NEPA documentation. The Service Center Environmental Specialist is also responsible for posting these documents to the Airspace Services KSN.

**3.** The Service Center Environmental Specialist must provide guidance in the use of the IFP Environmental Pre-Screening Filter.

**4.** The Service Center Environmental Specialist must provide guidance in and oversee the preparation of the Air Traffic Initial Environmental Reviews (see Appendix 5).

**5.** The Service Center Environmental Specialist is responsible for reviewing environmental studies and forwarding written concurrence to the air traffic facilities that originate the environmental documentation.

**6.** The Service Center Environmental Specialist must review environmental compliance documentation initiated by Technical Operations in the Service Centers.

**7.** The Service Center Environmental Specialist must cooperate with Airport District Offices or the Airports Division, within his/her jurisdiction, on the preparation of environmental compliance documents and 14 CFR, Part 150, Airport Noise Planning, Land Use Compatibility Guidelines (Part 150) studies undertaken by these offices. Review and comments by the Service Center Environmental Specialist must be directed to those matters affecting the operation of the air traffic program. Comments must be forwarded to the appropriate organization in the Office of

Airports. The Service Center Environmental Specialist may also be requested to attend public meetings or hearings to provide support to the facility, region/service area, or other lines of business convening the meeting or hearings.

**8.** The Service Center Environmental Specialist must review other agencies' environmental documentation when applicable (for example, when the FAA is considering adopting the environmental documentation).

**9.** In the case of SUA actions, the Service Center Environmental Specialist must review environmental studies in accordance with paragraph 32-2-3.

**10.** The Service Center Environmental Specialists must coordinate with each other and with their counterparts in other agencies, as appropriate.

**e. Flight Procedures Team.**

**1.** For IFP requests, the initial responsibility for environmental compliance rests with the OSG FPT.

**2.** The OSG FPT must assist the Environmental Specialist in preparing a CATEX that is based on the results of the IFP Environmental Pre-Screening Filter, and does not require additional environmental review. When the results of the Pre-Screening Filter indicate that additional environmental review is needed, the Service Center Environmental Specialist is responsible for that additional review and preparation of the appropriate environmental compliance documentation.

**f. Air Route Traffic Control Center (ARTCC), Terminal Radar Approach Control (TRACON), and Airport Traffic Control Tower (ATCT) facility managers.**

**1.** ARTCC, TRACON, and ATCT facility managers are responsible for ensuring that all appropriate environmental documentation for proposed air traffic actions within their jurisdiction is prepared accurately and completely. For procedures reviewed through the IFP Environmental Pre-Screening Filter, these managers must ensure that the results of the Filter are reviewed by appropriate FAA personnel.

**(a)** For actions that require additional environmental review, these managers are responsible for recommending to the Service Center Environmental Specialist the appropriate level of environmental review.

**(b)** For actions other than Advisory or Emergency Actions (as defined in FAA Order 1050.1), and actions that require additional environmental review beyond the IFP Environmental Pre-Screening Filter, the facility manager must ensure that, at a minimum, the Air Traffic Initial Environmental Review (IER) (see Appendix 5) is prepared and submitted, with supporting information, to the Service Center Environmental Specialist along with the proposed action (see Paragraph 32-2-1a, Determination of Appropriate Environmental Documentation). Under some limited circumstances, the Service Center Environmental Specialist may waive the need for completion of the IER by substituting an appropriate level of documentation, such as a memorandum to the file.

**(c)** For IFP actions reviewed through the IFP Environmental Pre-Screening Filter, the OSG FPT must assist the Service Center Environmental Specialist in determining the appropriate level of environmental documentation after reviewing the results from the Filter. The Service Center Environmental Specialist must then prepare the Categorical Exclusion Declaration (if appropriate) for signature by the Service Center Director (or his/her designee). Because preparation of an EA or EIS will require the use of contractor funds and staff, the field facility must forward that recommendation up to the Service Center Director for approval and action.

**2.** The ATCT facility manager should be involved early in the design phase of a proposal to ensure that a full understanding of tower/airport operations is included in the alternatives development. The facility manager is responsible for ensuring that information provided to the ARTCC and/or TRACON is complete and accurate.

**3.** Facility managers also are responsible for designating at least one facility staff specialist within their scope of operations to address environmental issues.

**(a)** The facility specialist may be required to perform his/her environmental duties on a full-time or collateral basis. The decision about the need for a full-time Environmental Specialist at a field facility must be made by the facility manager.

**(b)** Facility managers must ensure that the specialist who performs environmental duties on a

full-time basis attends the training specified in paragraph 32-1-5b. above, as soon as practical.

**(c)** The environmental screening and modeling tools training is also recommended, but is not mandatory. Additionally, where other facilities have, or are authorized to have, an operations specialist (for example, Plans and Programs Specialist or Procedure Specialist) to conduct environmental activities as a collateral duty, it is recommended that these specialists attend the above-referenced training.

**4.** Facility managers must ensure that their facility is represented at meetings of the Office of Airports and other lines of business, such as environmental compliance and Part 150 process meetings, where decisions rendered could affect air traffic operations in their area of responsibility.

**(a)** Facility managers are responsible for working with operating divisions, airport sponsors, and contract support personnel in the environmental review processes. Air traffic attendance at these meetings does not necessarily constitute air traffic endorsement or sanction of the proposed action.

**(b)** Environmental compliance and Part 150 studies must receive thorough review at the facility level. Review and comments on Office of Airports documents must be directed to those matters that affect the operation of the air traffic program. Facility comments must be forwarded to the Service Center Environmental Specialist, not more than 15 days after receipt of the document or study. (Requests for longer periods of review must be coordinated with the Service Center Environmental Specialist on an as needed basis.) Prior to a facility submitting comments directly to other operating divisions, or airport sponsors, the facility point of contact must discuss the issues with the Service Center Environmental Specialist.

**5.** Facility managers (or their designees) must not make or recommend a proposed flight track, route, or air traffic flow as a preferred action for the sole purpose of noise abatement. They may, however, indicate if the proposed action is operationally feasible or safe (within the context of aircraft separation standards). The airport sponsor (operator) is solely responsible for the recommendation of noise abatement procedures.



the potential for impact in relation to architectural compatibility with the character of a surrounding historic district or property is not anticipated, and no further analysis is required.

**8. Light Emissions and Visual Impacts** (*except Visual Impacts*). There are no special purpose laws for light impacts and visual impacts. Aviation lighting is required for security, obstruction clearance, and navigation and is the chief contributor to light emissions from airports.

(a) An analysis is necessary when projects introduce new airport lighting facilities that may affect residential or other sensitive land uses.

(b) Only in unusual circumstances, for example, when high intensity strobe lights shine directly into a residence, is the effect of light emissions considered sufficient to warrant special study and planning to reduce such effects.

(c) The Proposed Action will not change aviation lighting; therefore, no further analysis is required.

**9. Natural Resources and Energy Supply** (*except fuel burn*). The Proposed Action would not require the need for unusual natural resources and materials, or those in short supply. Therefore, no further analysis is required.

**10. Socioeconomic Impacts, Environmental Justice, and Children's Environmental Health and Safety Risks** (*except Environmental Justice*). Potential impacts in this category as a result of disproportionately high adverse noise and air quality impacts are dealt with in the noise and air quality impacts sections, respectively.

(a) **Socioeconomic Impacts.** The Proposed Action would not involve acquisition of real estate, relocation of residents or community businesses, disruption of local traffic patterns, loss in community tax base, or changes to the fabric of the community.

(b) **Children's Environmental Health and Safety Risks.** The Proposed Action would not affect products or substances that a child would be likely to come into contact with, ingest, use, or be exposed to, and would not result in environmental health and safety risks that could disproportionately affect children.

**11. Water Quality.** The Proposed Action would not result in any changes to existing discharges to

water bodies, create a new discharge that would result in impacts to water quality, or modify a water body. The Proposed Action would, therefore, not result in any direct or indirect impacts on water quality.

**12. Wetlands.** The Proposed Action would not result in the construction of facilities and would therefore not encroach upon areas designated navigable waters. Therefore, no further analysis is required.

**13. Wild and Scenic Rivers.** If there are no Wild and Scenic River segments (<http://www.rivers.gov/rivers/>) located in the GSA, the Proposed Action would not foreclose or downgrade Wild, Scenic, or Recreational river status of a river or river segment included in the Wild and Scenic River System and therefore, no further analysis is required.

### **32-3-3. ENVIRONMENTAL SCREENING AND MODELING TOOLS**

**a. Screening.** FAA Order 1050.1 contains a list of air traffic actions which normally do not result in significant impacts to the environment (CATEX) and therefore, do not require the preparation of an EA or an EIS. One of the requirements for a CATEX determination is to ensure that there are no extraordinary circumstances as defined in FAA Order 1050.1.

**1.** The environmental screening process provides a uniform and consistent approach to identify extraordinary circumstances and/or the potential for significant impacts associated with impacts of proposed air traffic actions. The process is based on currently approved FAA tools and policies.

**2.** In practice, the proponent of an air traffic action would perform a series of relatively simple tests prior to contacting a Service Center Environmental Specialist based on the geographic area.

**3.** Actions that pass the screening tests (see paragraph 32-3-3c1) would normally be eligible for a CATEX, but could still require compliance with special purpose environmental requirements.

**b.** Passing the environmental screening process indicates that the potential for significant impacts and/or extraordinary circumstances due to aircraft noise is minimal or negligible, and a CATEX is appropriate. The environmental screening documentation should be used by the Service Center Environmental Specialist to support the CATEX determination.

c. The recommended practice is to start with the simple tools, switching to more complex ones only if the test fails. In general, the simple tools evaluate isolated changes with the goal of deriving quick but conservative results and require input of a minimal amount of data. The more complex tools evaluate multiple interdependent changes and require input of a more comprehensive set of data.

1. The following are the available tools that can screen for noise and/or fuel burn and carbon dioxide (CO<sub>2</sub>) impacts as indicated:

(a) **Pre-Screening Filter.** The Environmental Pre-screening Filter has been developed to guide users through an initial environmental requirement associated with IFP request approval. Using a series of simple questions, the filter collects and analyzes procedure information to determine the next steps in completing the NEPA process. The filter provides the Service Center Environmental Specialist with information to identify an appropriate CATEX or if additional environmental review is required.

(b) **Noise Screening Guidance Document.** Using a series of look-up tables, the document guides users through the process to determine if a CATEX is appropriate or if additional environmental review is required.

(c) **Aviation Environmental Screening Tool (AEST).** AEST is used to evaluate changes in aircraft routing, aircraft altitude, aircraft fleet mix, number of operations, time of day, and operational procedures. AEST leverages the technology of the Aviation Environmental Design Tool (AEDT) and provides the capability to conduct tradeoff analysis between noise, fuel burn, and CO<sub>2</sub>. Once the user has performed the analysis, AEST prepares a report for the user detailing the results and any potential increase or decrease in noise due to the proposed air traffic action. AEST replaced the NIRS Screening Tool (NST).

(d) **Terminal Area Route Generation Evaluation and Traffic Simulation (TARGETS) Environmental Plug-in.** The TARGETS Plug-in allows specialists to design procedures for the terminal environment and assess alternative concepts leading to final designs that consider both operational noise and emissions constraints. Once the user has performed the analysis, the TARGETS Plug-in provides results detailing any potential increase or

decrease in noise due to the proposed air traffic action. The TARGETS Plug-in also leverages the technology of AEDT and provides the capability to conduct tradeoff analysis between noise, fuel burn, and CO<sub>2</sub>.

2. **Modeling.** If the result of screening indicates that additional analysis is required, then a more complex modeling tool will need to be used. FAA environmental modeling has evolved to a single tool that allows analysis of noise, emissions, and climate impacts and their interdependencies:

(a) **Aviation Environmental Design Tool.** AEDT is a software system that dynamically models aircraft performance in space and time to produce fuel burn, emissions and noise. Full flight gate-to-gate analyses are possible for study sizes ranging from a single flight at an airport to scenarios at the regional, national, and global levels.

(b) AEDT is currently used by the U.S. government to consider the interdependencies between aircraft-related fuel burn, noise, and emissions.

(c) The AEDT initially replaced the Noise Integrated Routing System (NIRS) that was used for the noise analysis of large regional study areas that included multiple airports. AEDT has subsequently also replaced the Integrated Noise Model (INM) and the Emissions and Dispersion Modeling System (EDMS).

### 32-3-4. RECORDS RETENTION

Records retention must be in accordance with the appropriate paragraph(s) in FAA Order 1350.15, Records Organization, Transfer, and Destruction Standards.

#### **NOTE-**

*Although chapter 10 of FAA Order 1350.15 contains Air Traffic-specific information, guidance for retention of environmental documentation is contained in that portion of the order specific to the Airports Division.*

a. Environmental record-keeping should receive special attention at the field facility level. If an action requires preparation of an EA or an EIS, the Service Center Environmental Specialist must maintain the Administrative File. The Administrative File is important in the environmental process because it is a compilation of all the information relied upon by FAA in the decision-making process.