

**DOCUMENT CHANGE PROPOSAL/BRIEFING SHEET**

**FINAL DISPOSITION**

**ORDER/PUBLICATION:** 7210.3X

**CHANGE:** 1

**EFFECTIVE DATE:** July 26, 2012      **TRACKING #:** 31- 17-5-10

**SPECIALIST/ROUTING:** Rudolph Lawrence AJV-11 (202) 267-8408

**1. PARAGRAPH NUMBER AND TITLE:**

17-5-10. NTML PROCEDURES

**2. BACKGROUND:** Recent review of National Traffic Management Log (NTML) procedures specified in FAA Order JO 7210.3, Chapter 17, highlighted a possible misinterpretation of coordination requirements. To eliminate a misinterpretation that verbal coordination is required for all TMIs entered into the NTML, the ATCSCC is initiating a change to remove the word "verbally" in the second line of paragraph 17-5-10b. Situations requiring verbal coordination are clearly stated in paragraph 17-5-10c.

**3. EXPLANATION OF CHANGE:** The use of the word "verbally" presents a possibility of misrepresentation. Therefore, the word "verbally" is deleted. This change cancels and incorporates N JO 7210.790, National Traffic Management Log (NTML) Procedures, effective October 24, 2011.

**4. CHANGE:**

**OLD**

**NEW**

17-5-10. NTML PROCEDURES

17-5-10. NTML PROCEDURES

Title thru a

No change

b. TMI data must be entered utilizing the appropriate template and verbally coordinated with the appropriate facility. Appropriate template means the one best suited for the type of event, such as a ground stop, delays, etc. The "Miscellaneous" templates must not be used if another template is appropriate. The Justification, Remarks, and Text fields must not contain any information that can be entered in other fields on the template.

b. TMI data must be entered using the appropriate template and coordinated with the appropriate facility. Appropriate template means the one best suited for the type of event, such as a ground stop, delays, etc. The "Miscellaneous" templates must not be used if another template is appropriate. The Justification, Remarks, and Text fields must not contain any information that can be entered in other fields on the template.

No further changes to paragraph.

**5. INDEX CHANGES:**

**6. REFERENCE CHANGES:**

**7. GRAPHICS:**

**8. GENOT/NOTICE:** N JO 7210.790, National Traffic Management Log (NTML) Procedures, effective October 24, 2011

**9. FORMATTING & PLAIN LANGUAGE REVIEW:**  **HM 5/19/2011**

**10. SAFETY RISK MANAGEMENT:** (Check appropriate box).

**SRMD.** Proposed change meets full SMS requirements for safety risk assessment.

**SRMDM.** Proposed change does not introduce new safety risks into the NAS.

**11. ICAO DIFFERENCES:** YES  NO



Ellen King  
Acting Director, System Operations



Date: