

The Federal Aviation Administration
And
The National Geospatial-Intelligence Agency

Agreement for

The Aeronautical Information Services Working Group

I. GENERAL

The Federal Aviation Administration (FAA) and the National Geospatial-Intelligence Agency (NGA) hereby affirm the establishment of the Aeronautical Information Services Working Group (AISWG) to coordinate the processing and exchange of aeronautical information in accordance with this agreement.

II. PURPOSE

The purposes of the AISWG are as follows:

1. To promote efficient processing, maintenance, and transfer of aeronautical information within the FAA and between the FAA and participating DOD agencies.
2. To resolve issues and make recommendations to improve effectiveness.
3. To address requirements for special projects when required normal processing will not achieve national objectives.

III. DEFINITIONS

For purposes of this agreement:

1. "Aeronautical Information Services Working Group (AISWG)" – A body composed of core participants from the FAA Flight Procedure Standards Branch (AFS-420), the FAA National Flight Data Center Group (AJV-21), the FAA Aeronautical Navigation Products Office (AJV-3), and the National Geospatial-Intelligence Agency (NGA).
2. Other FAA Offices, specifically the Air Traffic Organization (ATO) Terminal NEXTGEN Procedures Integration Group, AJT-28, the En Route Operations Standards Group, AJE-31, the Performance Based Navigation group (AJV-14), the Notice to Airmen (NOTAM) Group, AJV-24, the Airport Safety and Operations Division, AAS-300, the Office of Air Traffic Safety Oversight, Policy and Standards Branch (AOV-330), and the individual military services are encouraged to participate.

3. For the purposes of the AISWG, “Aeronautical Information”, is defined as textual, tabular, and graphic forms and publications, as well as digital data, used in the production of aeronautical charts, publications and on-board databases to support flight under instrument flight rules (IFR) and visual flight rules (VFR). These charts, publications, and databases are used in air navigation within the National Airspace System (NAS). This definition also includes aeronautical data, forms and products developed for non-NAS military use.

4. “National Airspace System (NAS)” – The common network of U.S. airspace, air navigation facilities, equipment and services, airports or landing areas, aeronautical charts, information and services, rules, regulations and procedures, technical information, and manpower and material. Included are system components shared jointly with the military.

5. “Participant” – The core agency representative appointed to the AISWG, responsible for approval and ensuring implementation of aeronautical information processing within their organization.

6. “Chair” – The Chair is responsible for developing meeting agendas and for conduct of the AISWG meetings. The Flight Procedures Standards Branch (AFS-420) will serve as chair with the option to rotate the chair at a later date as agreed upon by all participating AISWG core members. The Chair must always be a participant representing one of the core AISWG organizations.

7. “Executive Secretary” – A person appointed by the Chair, responsible for recording and publishing meeting minutes, tracking open issues to conclusion, and coordinating meeting agendas to ensure proper representation for open issue discussions.

IV. SCOPE OF AUTHORITY

The AISWG must:

1. Continuously review and recommend updates to methodologies used to promote effective and efficient exchange of aeronautical information.

2. Develop recommendations and develop consensus to promote the most efficient and cost effective means for the maintenance and transfer of aeronautical information between participating organizations.

3. Develop recommendations to ensure all aeronautical information used to support instrument flight procedure development, charting, and coding are harmonized to support the National Airspace System (NAS).

4. Establish ad-hoc working groups as necessary to address specific aeronautical information issues.

V. MEETINGS

1. AISWG meetings are held quarterly unless the agenda dictates additional or fewer meetings are necessary.
2. AISWG meetings must not be held unless each AISWG core organization (AFS-420, AJV-3B, AJV-21, and NGA) is represented by a participant.
3. The Chair must conduct meetings on the basis of an agenda and schedule promulgated in advance by the AISWG Chair or Executive Secretary.
4. The Executive Secretary will record complete minutes of meetings and disseminate them to the AISWG participants within 30 days.
5. AISWG participants may request the attendance of visitors on an ad hoc basis. In order for a visitor to attend an AISWG meeting, the AISWG core participants must agree to it unanimously.

VI. DEVELOPMENT AND COORDINATION OF AERONAUTICAL INFORMATION

To accomplish the stated purpose of this agreement, the processing maintenance and transfer of aeronautical information must be developed and coordinated in accordance with the following:

1. The AISWG recommends new or revision of existing processes for maintenance and transfer of aeronautical information while ensuring that participating organizations requirements and interests are maintained.
2. The AISWG may recommend approval of special processes for specific and limited purposes. The AISWG must continuously assess methods for improving existing processing methodologies.

VII. GENERAL PROVISIONS

1. Core AISWG participants may, within the authority given to them, speak for their organizations concerning AISWG reviews, evaluations and recommendations.
2. The AISWG established by this agreement remains in effect for 5 years from the effective date of this agreement. Six months prior to that date, the AISWG must evaluate this agreement and determine whether any modifications should be made.
3. This agreement is effective upon signature of the final signatory participating agency.

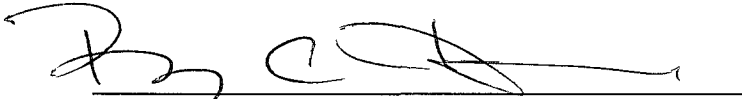
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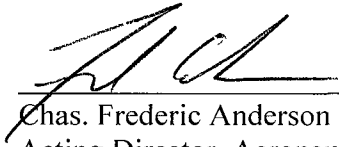
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Leslie Smith
Manager, Flight Technologies and Procedures Division, AFS-400



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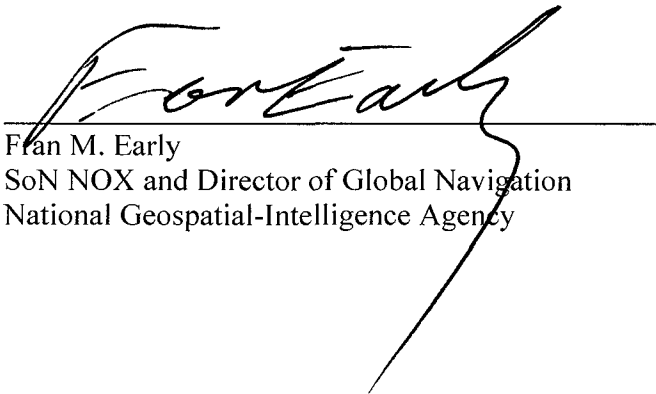
Barry C. Davis
Acting Director, Aeronautical Information Management Office, AJV-2



13 APRIL 2011

Chas. Frederic Anderson
Acting Director, Aeronautical Navigation Products Office, AJV-3

DEPARTMENT OF DEFENSE



14 JUN 11

Fran M. Early
SoN NOX and Director of Global Navigation
National Geospatial-Intelligence Agency