



Aircraft Procedure Request Environmental Process User Guide

**FEDERAL AVIATION ADMINISTRATION (FAA)
AIR TRAFFIC ORGANIZATION
Mission Support Services**

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1.0 Overview

1.1 About the User Guide

The FAA must analyze the environmental impacts of major federal actions pursuant to the National Environmental Policy Act (NEPA). A request for a new or updated aircraft procedure (AP) is a major federal action. The FAA must carefully analyze and evaluate the impact that a proposed procedure (new or updated) presents to the environment. This involves a systematic and multidisciplinary approach to assure NEPA and FAA Order compliance. The proposed procedure's proponent is responsible for submitting all environmental information, and the FAA is responsible for reviewing and approving a Categorical Exclusion (CATEX) or if additional environmental review will be required. The proposed procedure may be considered for a CATEX if the extent of the impact is relatively small or insignificant. Proposed procedures that do not individually or cumulatively have a significant effect on the human environment would not require an environmental assessment (EA) or an environmental impact statement (EIS).

The FAA is responsible for independently analyzing, evaluating, approving and processing the environmental consequences identified in the proposed procedure. To aid the FAA in identifying a CATEX, the Aircraft Procedure (AP) environmental pre-screening filter was developed. This filter collects information on the proposed procedure and provides information to identify a CATEX or if additional environmental review is required. The proponent will email the completed filter which will include the questions asked and the responses received to the FAA.

The FAA will review and determine if the filter information is complete and complies with FAA Order 1050.1E paragraph 303c. At that time, the FAA will approve and issue the CATEX Declaration or the FAA will refer the proposed procedure for additional environmental review. The filter is not intended to replace the decisions of FAA officials and the filter is designed to integrate with and supplement the aircraft procedure process.

The FAA will also review the proposed procedure to ensure that additional procedure development changes are not required before either publication or implementation by applying environmental parameters. The environmental parameters are designed to provide additional flexibility during the procedure development process without impacting any environmental determinations. If procedure changes are required during the development process and the changes are outside the environmental parameters, the proposed procedure will be returned to the proponent for additional review.

There are key roles and responsibilities that coordinate the proposed procedure process. These key roles include:

- Proponent
- Operations Support Group Flight Procedure Team (OSG FPT)
- Flight Standards Service (AFS)
- Operations Support Group Environmental Specialist (OSG ES)
- AeroNav Products
- Third Party/Contractor

2.0 Introduction

2.1 Purpose

This user guide will include an overview of the proposed aircraft procedure environmental process flow, provide information required to use the filter, explain how the filter data is entered, and display the filter information based on scenarios to identify a CATEX or if additional environmental review is required.

The FAA has standardized and streamlined the proposed aircraft procedure environmental process.

NextGen provides new ways for aircraft to operate in the National Airspace System (NAS). Instrument flight procedures, such as area navigation (RNAV) and required navigation performance (RNP) have the potential to reduce the number of people impacted by aircraft noise, reduce the number of miles aircraft fly, which may reduce fuel and reduces aircraft emissions. NextGen's improved technologies and flight methods will cause a significant number of instrument flight procedures to be added or updated to incorporate how NextGen will impact the NAS. The FAA is prepared to support this increased volume of aircraft procedure requests. To accomplish this, the FAA has developed a streamlined aircraft procedure environmental process which is consistent, repeatable, and efficient across all business lines.

At the center of the new process is a filter that collects procedure information to determine the next steps in completing the NEPA process. The filter will provide the FAA information that will be used to identify a CATEX or if additional environmental review is required. This user guide will assist airport administrators, proponents, FAA staff, and others understand the environmental process as it relates to proposed procedures and how to use the filter properly to ensure accurate and usable results.

2.2 Benefits

The environmental process has been redesigned to be standardized and streamlined. This will allow participants to:

- Have fully defined roles with corresponding tasks
- Understand each process step as it relates to environmental issues
- Use one process for all environmental reviews
- Optimize the use of FAA environmental resources to process the procedure requests
- Include environmental review concepts in the early planning of airspace and/or their respective air traffic procedure changes
- Ensure that procedure development changes do not adversely impact the environment

The filter is a part of the environmental process and is designed to be:

- Consistent and repeatable
- Efficient and meet NEPA (National Environmental Policy Act) requirements
- Objective and provide actionable information to the FAA to determine if a proposed procedure is covered by an existing CATEX or will need additional environmental review.

The environmental parameters are a part of the process and are designed to:

- Provide consistent treatment to procedure development and changes
- Provide guidance on what development changes may impact the environment

- Provide direction on what development changes should be returned for additional environmental review.

2.3 High Level Environmental Process Flow

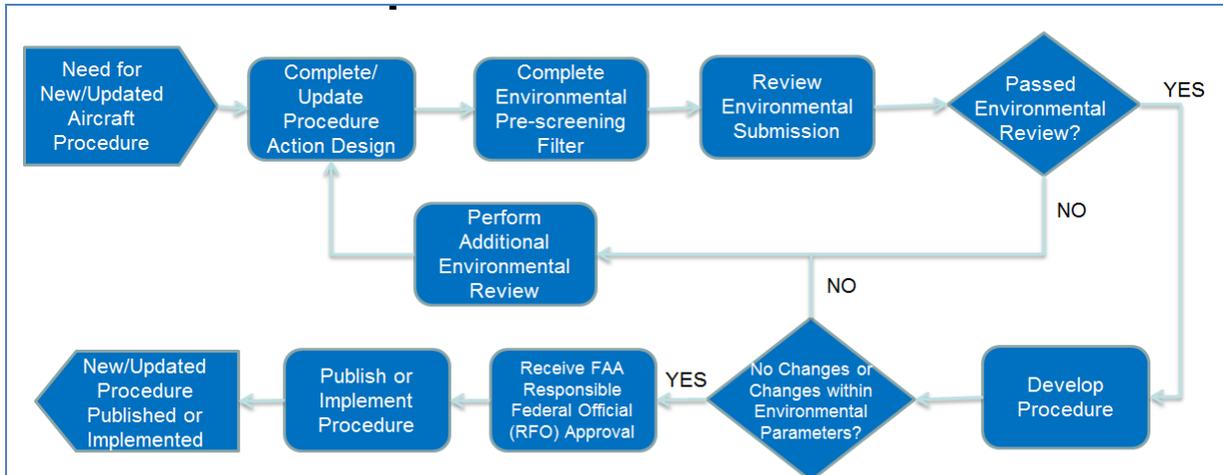


Figure 1 High Level Environmental Process Flow

The process flow diagram depicts the high level environmental process steps. It explains the steps involved beginning with the need for an aircraft procedure through either publication or implementation. A detailed process flow is available in Attachment 4.

The proponent starts the proposed procedure process, and participates in the procedure action design development. The proponent will complete the aircraft procedure environmental pre-screening filter once the procedure action design is complete. The proponent will email the completed filter (which includes the question and answer responses along with the identified CATEX or need for additional environmental review) to the FAA for review. The FAA determines whether the proponent’s filter submission is complete and complies with FAA Order 1050.1E paragraph 303c. If the filter information provided does not identify a CATEX, it will require additional environmental review to identify a CATEX, or determine if an EA or EIS is more appropriate. Incomplete environmental (i.e., missing or questionable information) submissions, or ones where additional environmental review is required, may be returned to the proponent for additional correction. When a CATEX is reviewed and approved by the FAA, it will be included in the procedure package.

Completed procedure packages will continue through the development cycle (which involves applying all required Flight Standards criteria, such as obstacle-avoidance distances, to the design) to ensure that they meet FAA standards. The FAA will use environmental parameters to determine if a change to an altitude/lateral distance combination falls in the “pass” zone. If so, the noise screening test is within environmental parameters and will pass for the proposed action. Therefore, developed procedures that are changed within environmental parameters will be either published or implemented. Procedure development changes that are outside of environmental parameters will be returned to the proponent for additional information or action. Once the additional review is performed, an updated procedure action design may be created. The proponent will enter the updated procedure information into the filter to repeat the environmental process.

3.0 Environmental Process Roles

The environmental process to determine if a CATEX can be identified or whether additional environmental review is required depends upon several different FAA offices. These offices must ensure all proposed procedures are carefully reviewed to meet NEPA requirements and comply with FAA Order 1050.1E with an emphasis on paragraph 303c. The filter will aid the environmental process by offering a standardized way to collect and organize proponent procedure information. FAA officials will review the filter information to determine if the information is complete and complies with FAA Order 1050.1E paragraph 303c. The environmental process roles are outlined below.

3.1 Proponent

The proponent is identified as an individual or group who would request an aircraft procedure. Once the proponent enters the information requested into the filter, the data is screened and based on technical and legal requirements either identifies a CATEX or if additional environmental review is required. The proponent will have the opportunity to save the filter as a PDF file and send the results via email to the FAA specialist coordinating the proposed procedure's environmental review.

The email must include:

- The filter PDF which includes a summary of the questions and answers submitted by the proponent and either an
 - Unofficial CATEX Declaration or
 - Statement from filter that proposed procedure will require the need for additional environmental review
- Electronic satellite (such as a Google map) or land use map of the procedure track

The email may also include a concurrence in the form of an email or letter from the FAA Facility if it is a third party request. Proponent process roles include:

Action Concept for Feasibility Design

The proponent initiates and completes the procedure action design, with the assistance of the FAA. The action design includes detailed ground track information.

Preliminary Review

The proponent will access the aircraft procedure environmental pre-screening filter from the FAA web site. Once accessed, the proponent will enter the required procedure information into the filter and submit the results to the FAA.

A complete step by step explanation on how to access and complete the AP pre-screening filter can be found in section 4.4.1 "Walk Through - How to Complete the AP Pre-screening Filter".

The filter will either identify a CATEX or whether additional environmental review is required. The proponent will perform one of the following based on the results:

Additional Environmental Review Required

- The filter results will be emailed to an OSG ES for review for proposed third party procedures
- The filter results will be emailed to the OSG FPT Specialist coordinating the procedure request if the request is not from a third party

Categorical Exclusion (CATEX) Identified

- The filter results will be emailed to an OSG ES to review for completeness and compliance with 1050.1E paragraph 303c if a CATEX is identified and the proposed procedure is for a third party
- The filter results will be emailed to an OSG FPT Specialist to review for completeness and compliance with 1050.1E paragraph 303c if a CATEX is identified and the proposed procedure is not from a third party

During the process, the procedure package can be returned to the proponent for the following reasons:

- Filter results are not complete or do not comply with 1050.1E paragraph 303c
- AFS determines that the third party results are not ready to implement
- FAA does not approve a CATEX after completing the additional environmental review and determines that an EA or EIS is required
- During the procedure development process, the procedure was changed such that the changes were outside of the environmental parameters.

The proponent will make the decision whether to proceed with the proposed procedure based on feedback from AFS or OSG FPT. If the decision is to not proceed, the proposed procedure may be terminated. If the decision is to proceed, the proponent may review and correct the proposed procedure and resubmit it for review.

3.2 Operations Support Group Flight Procedure Team (OSG FPT)

The OSG FPT is responsible for coordinating the proposed procedure. This includes reviewing the completed filter results if the proposed procedure was not initiated by a third party. OSG FPT process roles include:

Preliminary Review

The proponent will email the filter results to the OSG FPT after the filter has been completed and the proposed procedure is not a third party request. The OSG FPT will review the filter results and determine whether the proponent's submitted responses are complete. Incomplete responses will be returned to the proponent for additional action. If complete, the OSG FPT will review the submitted information and any other necessary materials to determine if the identified CATEX complies with 1050.1E paragraph 303c. If additional environmental review is required, the OSG FPT will use the Interim Guidance: Using the Lateral Movement Tests (LAT Tests for Noise Screening of Air Traffic Actions memo to determine if the procedure should receive a CATEX. Section 4.5 titled, *Reviewing the Aircraft Procedure Pre-screening Filter Results*, provides additional guidance on how to review for complete and complies with 1050.1e paragraph 303c.

Categorical Exclusion

The OSG FPT approves the CATEX and produces a CATEX Declaration if the filter results are complete and comply with 1050.1E paragraph 303c and if any additional screening is passed. The approved CATEX Declaration will be entered into the Procedure Tracking System (PTS)

system and become a part of the procedure package. Once the procedure package is complete, it is sent through PTS to AeroNav Products for procedure development. Attachment 3 describes how to identify a procedure and add attachments to PTS.

Additional Environmental Review

If the procedure fails the tests outlined in the Guidance memo the OSG FPT specialist will email the results to the appropriate OSG Environmental Team using the designated Environmental Review email box (defined in Section 4.2) for further environmental review.

Final Procedure Review Stage

AeroNav Products may return a procedure package if changes are made to the procedure that are outside of environmental parameters. These procedure packages are returned to the OSG FPT to review with the proponent.

3.3 OSG Environmental Specialist

The OSG ES reviews all proposed procedures that require additional environmental review. The specialist reviews the filter results and conducts the additional environmental analysis and screening. The specialist determines whether additional environmental screening meets the conditions for a CATEX Declaration. OSG ES process roles include:

Preliminary Review

The OSG FPT Specialist emails the filter results to the designated Environmental Review email box if additional environmental review is required. The OSG ES will be assigned a procedure request from these mailboxes by their FAA supervisor. The OSG ES will perform additional environmental screening and determine if a CATEX can be identified or if an EA or EIS will be required.

Categorical Exclusion

The OSG FPT or OSG ES will coordinate the CATEX Declaration's completion if it is determined that the filter results support a CATEX. The CATEX Declaration, as part of the completed procedure package, will be forwarded to, AeroNav Products for procedure development.

Environmental Review

If the OSG ES determines that the filter results require the preparation of an EA or EIS, the Environmental Specialist will follow the requirements set forth in FAA Orders 1050.1 and 7400.2.

For Third Party Special Procedures

The CATEX Declaration will be added to the procedure package. Once the procedure package is complete and after receiving official procedure sign-off by an FAA responsible federal official (RFO), it will be implemented.

OSG Environmental Specialist process roles include:

Preliminary Review

The third party will email the filter results to the OSG ES after the filter has been completed. The ES will review the filter results and determine whether the third party's submitted responses are complete. Incomplete responses will be returned to the third party for additional action. If complete, the Specialist will review the submitted information and any other necessary materials

to determine if the identified CATEX complies with 1050.1E paragraph 303c. Section 4.5 titled, *Reviewing the Aircraft Procedure Pre-screening Filter Results*, provides additional guidance on how to review for complete and complies with 1050.1e paragraph 303c.

Categorical Exclusion

The OSG ES will approve the CATEX Declaration if the filter results are complete and comply with 1050.1E paragraph 303c. Once the third party completes the procedure development, AFS will review the procedure package. The completed third party public procedure package is sent to AeroNav Products for publication. If the proposed procedure is a third party special, AFS will implement it after receiving official sign-off by an FAA responsible federal official (RFO).

Additional Environmental Review

The OSG ES will perform extraordinary circumstances review / modeling and determine whether the results supports a CATEX, or require an EA)/(EIS). The proposed procedure may also be returned to the third Party who will decide whether to proceed based on the additional environmental review results.

3.4 Flight Standard Services (AFS)

The AFS Specialist is responsible for coordinating all proposed third party special procedures and the OSG ES is responsible for reviewing the filter results.

For Third Party Special Procedures

The CATEX Declaration will be processed by the OSG ES and then added to the procedure package. Once the procedure package is complete it will be forwarded to AeroNav Products for publication.

3.5 AeroNav Products

AeroNav Products is the office responsible for procedure development (development involves applying all required Flight Standards criteria, such as obstacle-avoidance distances, to the design). AeroNav Products will receive a completed procedure package which contains all necessary environmental documents for the proposed procedure. AeroNav Products will review the completed procedure package sent by the OSG FPT via the PTS system to determine if procedure development changes are required. AeroNav forwards all completed procedure packages for publication after receiving official procedure sign-off by an FAA responsible federal official (RFO).

AeroNav Products process roles include:

Final Review

AeroNav Products will determine if a procedure change is required. If a procedure change is required, AeroNav Products will make the change and review the Lateral Distance Change Pre-Screening Filter charts below to determine if the change is within the environmental parameters

designated by the “Pass” area. The “Pass” area indicates no additional environmental review is required for the change made.

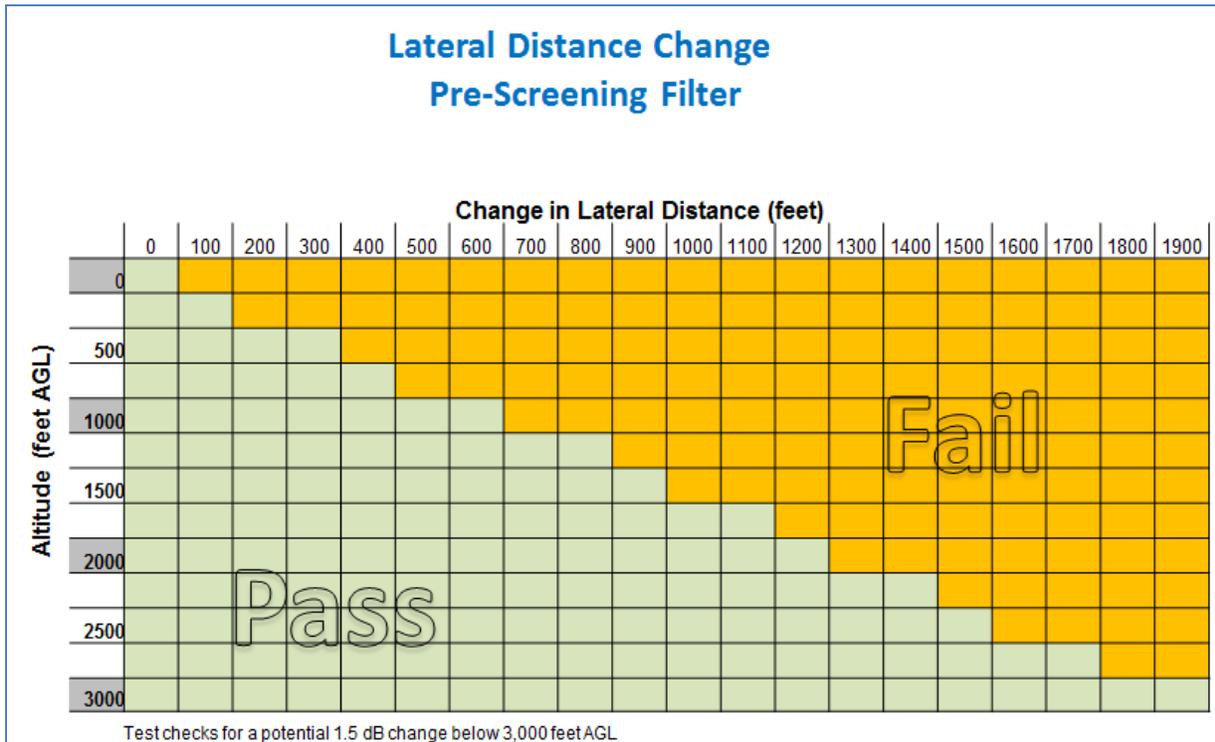


Figure 2 Lateral Distance Change below 3,000 feet AGL

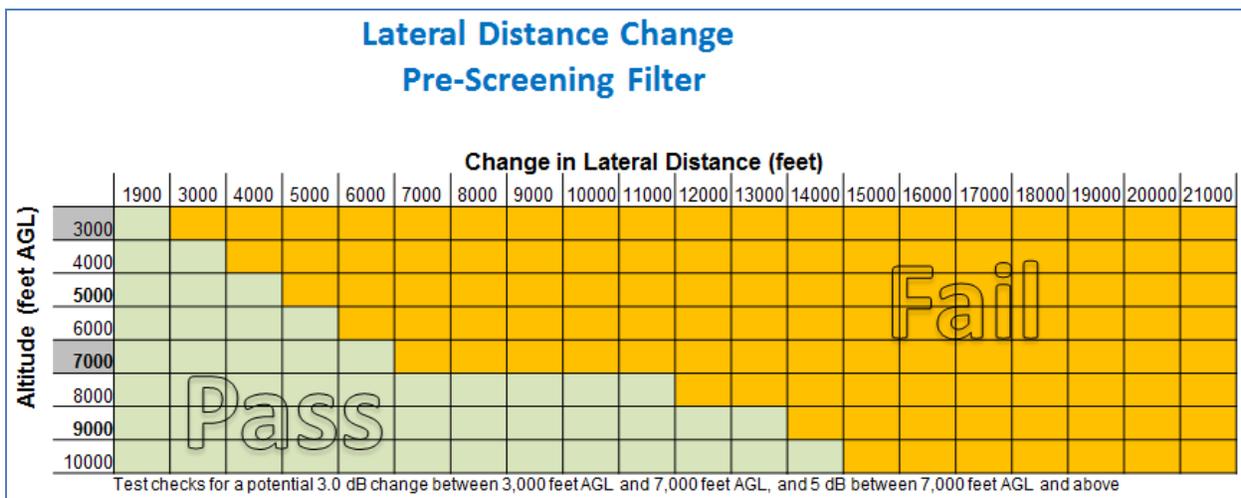


Figure 3 Lateral Distance Change between 3,000 feet AGL and 10,000 feet AGL

If a procedure change is required and it is outside of the environmental parameters, AeroNav Products will return the procedure package to OSG FPT for additional review.

If a procedure change is within parameters or there is no procedure change required, AeroNav will update the procedure and communicate the change within parameters to OSG FPT.

AeroNav Products will complete and sign the change within parameters section on the CATEX Declaration and move the package to publication.

In addition, AeroNav Products will receive fully developed third party procedure packages ready for publication from AFS.

AeroNav Products will submit all fully developed procedure packages for publication after receiving official procedure sign-off by an FAA responsible federal official (RFO).

3.6 Third Party or Third Party Special Procedure Development

Third party procedure development will have all the responsibilities of a proponent described above with additional responsibilities including procedure development.

1. Procedure development

Preliminary Review

The OSG ES reviews the filter results and determines whether the results are complete and comply with 1050.1E paragraph 303c. If the results are complete and comply with 1050.1E paragraph 303c, a CATEX Declaration is produced for the third party to include in the procedure package. The OSG ES will return a procedure package to the third party if they determine that an EA or EIS are required. OSG will then review the returned procedure with the third Party to determine whether to proceed.

Final Review

During the review, the third party receives an approved CATEX from the OSG ES and begins procedure development. The third party determines whether a procedure change is required and if it is within or outside of parameters or if no change is required.

If a procedure change is required and it is outside of the environmental parameters, the third party resubmits the filter results with updated information to the OSG ES for additional review. The OSG ES will review the updated filter results and determine whether the results are complete and comply with 1050.1E paragraph 303c.

If a procedure change is within parameters or does not require changes, the third party will update the procedure then communicates the change to OSG for review and approval or report that no change is required.

4.0 Aircraft Procedure (AP) Environmental Pre-screening Filter

4.1 How does the AP Environmental Pre-screening Filter Work

4.1.1 Technical Requirements

- Computer operating system - Windows
- Adobe Reader – software that enables users to view and print PDF files, as well as fill in PDF forms
- Internet search engine – all internet search engines are applicable
- Email access - generated PDF files can be attached via any e-mail system.
- Administrative rights - provided Adobe Reader is installed on the workstation, no administrative rights are needed.
- File size - Results with questions and answers as well as identified CATEX Declaration or additional environmental review statement should be less than 2MB

4.1.2 Required Information

Information required to complete the filter include:

- Proponent and proposed procedure location information
- Electronic satellite or land use map of the proposed procedure ground track
- If the aircraft proposed procedure is from a third party, the FAA facility provides concurrence that it is awareness that the third party is submitting the proposed procedure
- Knowledge of the proposed procedure which includes:
 - o Proposed procedure address
 - o Location ID
 - o Minimum procedure altitude
 - o Type of procedure – new or existing
 - o Type of procedure – approaches/arrival, departure, en route, helicopter
 - o Noise sensitive area or located in a quiet setting and the setting is a generally recognized feature or attribute of the site's significance.
 - o Average daily number of operations by aircraft type – props, jets, helicopters
 - o Average daily number of operations by time of occurrence – day, evening, night
 - o Helicopter route if over a major thoroughfare

4.2 Routing the CATEX

The filter results will be emailed to the OSG FPT specialist coordinating the procedure request. If the OSG FPT specialist cannot identify a CATEX, the completed filter and other screening information will be emailed to the appropriate FAA environmental specialist for additional review. A specific email box has been established for each of the three service centers. The address to be used is based on the state information collected in the Procedure Location field of the filter. The email boxes are as follows:

East

Environmental-Review-ESC@FAA.Gov

The Eastern Service Center includes the following States, territories and districts: Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut, New York, New Jersey, Pennsylvania, Delaware, Maryland, Virginia, West Virginia, North Carolina, South Carolina, Kentucky, Tennessee, Georgia, Alabama, Mississippi, Florida, Navassa Island, Puerto Rico, Virgin Islands, and District of Columbia.

Central

Environmental-Review-CSC@FAA.Gov

The Central Service Center includes the following States: Ohio, Michigan, Indiana, Illinois, Wisconsin, Minnesota, Iowa, Missouri, Arkansas, Louisiana, North Dakota, South Dakota, Nebraska, Kansas, Oklahoma, Texas, and New Mexico.

West

Environmental-Review-WSC@FAA.Gov

The Western Service Center includes the following States and territories: Montana, Wyoming, Colorado, Idaho, Utah, Arizona, Washington, Oregon, Nevada, California, Alaska, Hawaii, American Samoa, Baker Island, Guam, Howland Island, Jarvis Island, Johnston Atoll, Kingman Reef, Midway Island, Northern Mariana Island, Palmyra Atoll, and Wake Island.

The email subject line should contain the Request ID and "Additional Environmental Review".

The proponent must attach the completed filter PDF summary of the questions and answers submitted as well as an electronic satellite or land use map of the proposed procedure.

A FAA facility concurrence email or letter must also be attached if the request is from a third party.

Each service center manager will be responsible for opening the emails and forwarding the email to the appropriate specialist for action.

4.3 How to Enter Information into the AP Environmental Pre-screening Filter

4.3.1 Fill in the Blank

Proponent Information			
Request ID	2012AJD	Title	Analyst
First Name	Jane	Middle Initial	A
		Last Name	Smith

Figure 4 AP Environmental Pre-screening Filter - Fill in the Blank sample

The proponent will type the response into the field.

4.3.2 Check Boxes

Is the change only the following and not combined with another procedure request?

<input type="checkbox"/> Name Change	<input type="checkbox"/> Additional Lines of Minimum
<input type="checkbox"/> Altitude Increase	<input type="checkbox"/> Adding Notes to the Procedure
<input type="checkbox"/> None of the Above	

Figure 5 AP Environmental Pre-screening Filter– Check Boxes sample

The proponent can select the appropriate response(s) by clicking all applicable check boxes.

4.3.3 Drop Down Menus

State/US Territory	Alabama
	Alabama
	Alaska
	Arizona

Figure 6 AP Environmental Pre-screening Filter– Drop Down Menus sample

When proponent clicks the down arrow on the right-side of the **State/US Territory** drop down box appears. Once a selection is made, the drop down box becomes inactive and displays the selected value.

4.3.4 Buttons

Continue

Use the **Continue** button to navigate to another page or continue to the next step of the form.

The proponent will click the **Continue** button once all required field information is entered. This will allow the proponent to continue to the next question in the form.

4.3.5 Help Text

Company/Facility	<input type="text"/>		
Street Address	<input type="text"/>	City	<input type="text"/>
State/US Territory	<input type="text"/>	Zip Code	<input type="text"/>

Enter the name of the company or facility that is filling out the form

Figure 7 AP Environmental Pre-screening Filter– Help Text Sample

Help text is used to provide additional information on the field information to be entered. Placing the mouse pointer over the field will activate the help text.

4.4 Walk Through - How to Complete the AP Environmental Pre-screening Filter

The filter is a dynamic PDF form that requests additional information as the form is being completed based on the information previously entered. Once all the necessary information is added, the filter will request the proponent to confirm the information provided is correct and up to date at the time of submission. At that point, it will either identify a CATEX or if additional environmental review is required. The following sections describe all of the screens that may appear in the filter. The filter can be accessed at the following URL:

http://www.faa.gov/air_traffic/flight_info/aeronav/ifpinitiation/

The following sections describe all of the screens that may be required as a part of the AP pre-screening filter.

4.4.1 General Information

The following filter information is required for all proposed procedures. The proponent must click on another field or use the **Tab** key to advance to another field.

Proponent Information

Request ID	<input type="text"/>	Title	<input type="text"/>
First Name	<input type="text"/>	Middle Initial	<input type="text"/>
		Last Name	<input type="text"/>
Company/Facility	<input type="text"/>		
Street Address	<input type="text"/>	City	<input type="text"/>
State/US Territory	<input type="text"/>	Zip Code	<input type="text"/>
Phone Number	<input type="text"/>	Email	<input type="text"/>

Figure 8 AP Environmental Pre-screening Filter– Proponent Information

The proponent must also provide the procedure location or airport location as well as procedure details.

Procedure Location

Procedure Location and Proponent Address are the same

Street Address	<input type="text"/>	City	<input type="text"/>
State/US Territory	<input type="text"/>	Zip Code	<input type="text"/>
		Location ID	<input type="text"/>

Figure 9 AP Environmental Pre-screening Filter– Procedure Location

Procedure Details

Please describe the requested procedure

Figure 10 AP Environmental Pre-screening Filter– Procedure Details

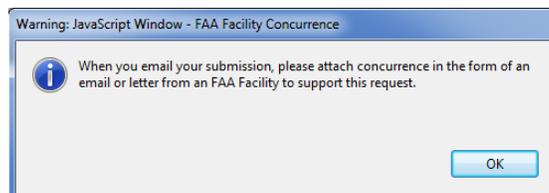
Next, the proponent will be asked if the proposed procedure was developed by a third party. If it was developed by a third party, the proponent must provide acknowledgement in the form of an email or letter from the FAA facility as a part of the submission.

Was the procedure request developed by a third party?

Yes No

Figure 11 AP Environmental Pre-screening Filter– Third Party

If the proponent selects that the procedure was developed by a third party, the following alert box and message will appear.



Was the procedure request developed by a third party?

Yes No **Note: FAA Facility concurrence email or letter is attached as a part of this submission.**

Figure 12 FAA Facility Concurrence Alert and Message

If proponent selects that the procedure was not developed by a third party the text box and message will not appear.

Once the proponent identifies if the proposed procedure was developed by a third party, the following screen will appear to request the procedure type.

Select procedure type

New Procedure Change of an Existing Procedure

Figure 13 AP Environmental Pre-screening Filter – New Procedure

Select procedure type

New Procedure

Change of an Existing Procedure

Figure 14 AP Environmental Pre-screening Filter – Change of an Existing Procedure

The following sections are based on the response that the proponent may select:

- New Procedure
- Existing Procedure

4.4.2 New Procedure

The proponent will be prompted to enter the minimum altitude of the proposed procedure.

Reserved for existing procedure request information

Minimum Altitude of Procedure Request

Figure 15 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

Once the proponent enters the minimum altitude and clicks on the **Continue** button, the proponent may be requested to enter the number of Arrivals, EnRoute, or Departures..

Reserved for existing procedure request information

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Figure 16 AP Environmental Pre-screening Filter – Procedure by Number

Once the proponent enters the number of procedures and clicks the **Continue** button, the proponent will be requested to select if the proposed procedure is for helicopters only.

Reserved for existing procedure request information

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Is This a Helicopter Only Request? Yes No

Figure 17 AP Environmental Pre-screening Filter – Helicopter Only Request question

At this point, if the response is Yes, please refer to the [Helicopter Only](#) section to complete the process.

If the response is **No**, the proponent will be requested to determine if the proposed procedure directs aircraft over a Noise Sensitive Area.

Reserved for existing procedure request information

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Is This a Helicopter Only Request? Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

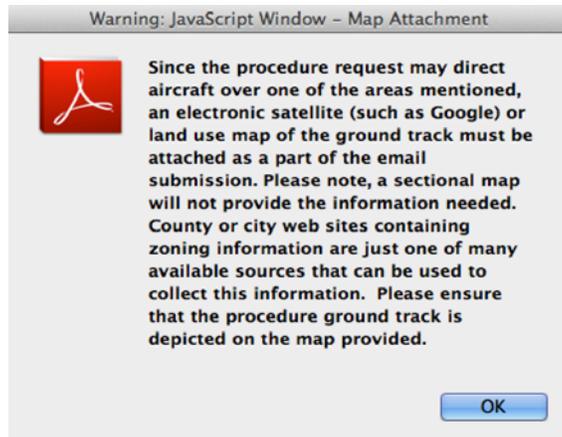
Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Figure 18 AP Environmental Pre-screening Filter – Noise Sensitive Area

The proponent can select either ‘Yes’ or ‘No’ as appropriate. If the selection is ‘Yes’, the proponent will see the following alert box and message:



If the selection is 'No', the proponent will see the following alert box and message:



After clicking 'OK' on the pop up alert, the proponent will be directed to the Quiet as an Attribute selection screen.

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:		
National Parks	National Wilderness Area	National Wildlife Refuge
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

Figure 19 AP Environmental Pre-screening Filter – Noise-Sensitive or Quiet is a Recognized Purpose and Attribute of the Area Alert and Message

After selecting 'Yes' or 'No' for the Quiet as an Attribute areas the proponent will see the same alert box as previous depicted. After clicking 'OK' on the pop up alert, the proponent will see the screen in Figure 19 and select '**Continue**'. If California is selected as the procedure location, the screen in Figure 20 appears. These screens request information for the Daytime, Night, and Evening operations. The following are the definitions for day, evening, and night:

- Daytime is defined by 7:00 a.m. to 9:59 p.m. If the procedure request is in the state of California, Evening will begin at 7:00 p.m. Enter the number of annual helicopter operations expected with the proposed procedure during that time period.

- Evening operations should only be entered for California proposed procedure. Evening is defined by 7:00 p.m. to 9:59 p.m. Each evening operation will be multiplied by 5 to reflect its relative impact.
- Night is defined by 10:00 p.m. to 6:59 a.m. Each night operation will be multiplied by 10 to reflect its relative impact.

Current Operations

Enter **average annual** number of helicopter operations

Day Night

Enter **average annual** number of prop operations

Day Night

Enter **average annual** number of jet operations

Day Night

Figure 20 AP Environmental Pre-screening Filter – Day and Night Operations

Current Operations

Enter **average annual** number of helicopter operations

Day Evening (California Only) Night

Enter **average annual** number of prop operations

Day Evening (California Only) Night

Enter **average annual** number of jet operations

Day Evening (California Only) Night

Figure 21 AP Environmental Pre-screening Filter – Day, Evening, and Night Operations (California only)

In either case, the proponent will enter the proposed number of flights for each aircraft type.

Is the change only the following and not combined with another procedure request?

Name Change
 Additional Lines of Minimum
 Altitude Increase
 Adding Notes to the Procedure
 None of the Above

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Is This a Helicopter Only Request? Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

National Parks	National Wilderness Area	National Wildlife Refuge
----------------	--------------------------	--------------------------

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Current Operations

Enter **average annual** number of helicopter operations

Day Night

Enter **average annual** number of prop operations

Day Night

Enter **average annual** number of jet operations

Day Night

Figure 22 AP Environmental Pre-screening Filter – Proposed Operations

Once the proponent enters the proposed number of aircraft operations and clicks the **Continue** button, the proponent will be requested to confirm that the information provided is complete and up to date at the time of submission by clicking on the following box.

The information provided is complete and up to date at the time of submission.

Figure 23 AP Environmental Pre-screening Filter – Proponent Verification

Once the information confirmation box is checked, the proponent will receive notification if the information provided meets the criteria for a CATEX or if additional environmental review is required. If a CATEX is identified, the following page will be completed and displayed. At this point the CATEX Declaration is unofficial until it is reviewed and approved by an FAA official.

Federal Aviation Administration Categorical Exclusion Declaration

Date

First Name <input style="width: 150px;" type="text"/>	Middle Initial <input style="width: 30px;" type="text"/>	Last Name <input style="width: 250px;" type="text"/>
Title <input style="width: 200px;" type="text"/>		Company/Facility <input style="width: 280px;" type="text"/>

Procedure Request Description:

Declaration of Exclusion: The FAA has reviewed the above referenced proposed action and it has been determined, by the undersigned, to be categorically excluded from further environmental documentation according to FAA Order 1050.1, "Environmental Impacts: Policies and Procedures." The implementation of this action will not result in any extraordinary circumstances in accordance with FAA Order 1050.1.

Basis for this Determination: This review was conducted in accordance with policies and procedures in Department of Transportation Order 5610.1, "Procedures for Considering Environmental Impacts" and FAA Order 1050.1.

The applicable categorical exclusions is/are:

311p - Establishment of new procedures that routinely route aircraft over non-noise sensitive areas.

Concurrence/Reviewed by: <input style="width: 250px;" type="text"/>	Date <input style="width: 100px;" type="text"/>
Title: <input style="width: 480px;" type="text"/>	

The above flight procedure has been developed within the accepted parameters.

Concurrence/Reviewed By: <input style="width: 250px;" type="text"/>	Date <input style="width: 100px;" type="text"/>
Title: <input style="width: 250px;" type="text"/>	

Approved By: <input style="width: 350px;" type="text"/>	Date <input style="width: 100px;" type="text"/>
Title: <input style="width: 350px;" type="text"/>	

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Figure 24 FAA Categorical Exclusion Declaration form

The proponent must save the form and submit it via email along with any required attachments to the FAA Specialist for additional processing.

The need for additional environmental review will occur when a CATEX cannot be identified. The filter will save the answers entered by the proponent and provide instructions as follows for the proponent to send the results via email to the FAA for review.

Additional Environmental Review Is Needed

Conditions entered into the form require the need for additional environmental review.

Once the form is complete, please save the form as a PDF and email it as well as any additional requested attachments (such as third party concurrence or an electronic satellite or land use map) to the FAA specialist who is coordinating your procedure request.

The form results for third party proposed procedures should be emailed to the AFS Specialist that is coordinating the proposed procedure.

The email subject line should contain the Request ID and "Additional Environmental Review".

Save Form

Figure 25 AP Environmental Pre-screening Filter – Additional Review

4.4.3 Existing Procedure

The proponent will be prompted to select one of the following changes for the proposed procedure.

Is the change only the following and not combined with another procedure request?

<input type="checkbox"/> Name Change	<input type="checkbox"/> Additional Lines of Minimum
<input type="checkbox"/> Altitude Increase	<input type="checkbox"/> Adding Notes to the Procedure
<input type="checkbox"/> None of the Above	

Figure 26 AP Environmental Pre-screening Filter – Identification of Change Proposed Procedure (Existing)

Once the proponent selects one of the following changes and clicks the **Continue** button, the evaluation process for the proposed request will continue based on the response the proponent selected.

If the response is **None of the Above** as depicted below, the proponent will be prompted to enter in the minimum altitude of proposed procedure.

Is the change only the following and not combined with another procedure request?

Name Change
 Additional Lines of Minimum
 Altitude Increase
 Adding Notes to the Procedure
 None of the Above

Minimum Altitude of Procedure Request

Figure 27 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

Once the proponent enters the minimum altitude and clicks on the **Continue** button, the proponent may be requested to enter the number of Arrivals, En Route, or Departures.

Is the change only the following and not combined with another procedure request?

Name Change
 Additional Lines of Minimum
 Altitude Increase
 Adding Notes to the Procedure
 None of the Above

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Figure 28 AP Environmental Pre-screening Filter– Procedure by Type Table

Once the proponent enters the number of procedures and clicks the **Continue** button, the proponent will be requested to select if proposed procedure is for helicopters only.

Is the change only the following and not combined with another procedure request?

Name Change
 Additional Lines of Minimum
 Altitude Increase
 Adding Notes to the Procedure
 None of the Above

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Is This a Helicopter Only Request? Yes No

Figure 29 AP Environmental Pre-screening Filter – Helicopter Only Request

At this point, if the response is Yes, please refer to the [Helicopter Only](#) section to complete the process.

If the response is **No**, the proponent will be requested to determine if the proposed procedure directs aircraft over a Noise Sensitive Area.

Is the change only the following and not combined with another procedure request?

Name Change
 Additional Lines of Minimum
 Altitude Increase
 Adding Notes to the Procedure
 None of the Above

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals
 En Route
 Departures

Is This a Helicopter Only Request? Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

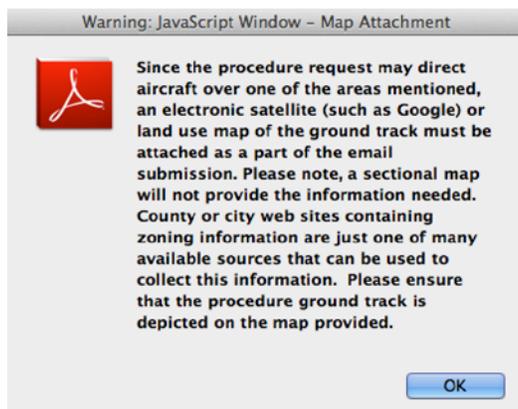
Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

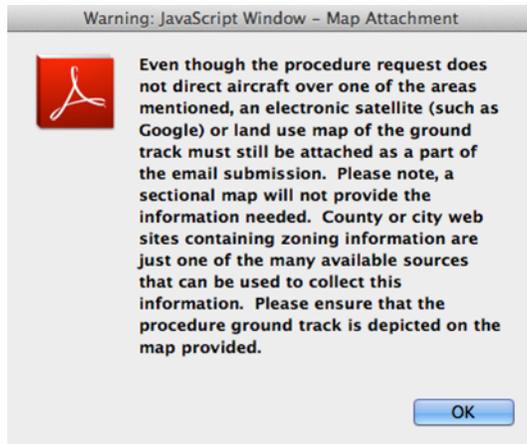
Yes No

Figure 30 AP Environmental Pre-screening Filter – Noise-Sensitive Area

The proponent can select either ‘Yes’ or ‘No’ as appropriate. If the selection is ‘Yes’, the proponent will see the following alert box and message:



If the selection is ‘No’, the proponent will see the following alert box and message:



After clicking 'OK' on the pop up alert, the proponent will be directed to the Quiet as an Attribute selection screen.

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:		
National Parks	National Wilderness Area	National Wildlife Refuge
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.		
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Continue

Figure 31 AP Environmental Pre-screening Filter –Quiet is a Recognized Purpose and Attribute of the Area
 After selecting 'Yes' or 'No' for the Quiet as an Attribute areas the proponent will see the same alert box as previous depicted. After clicking 'OK' on the pop up alert, the proponent will see the screen in Figure 31 and select '**Continue**'. If California is selected as the procedure location, the screen in Figure 32 appears. These screens request information for the Daytime, Night, and Evening operations. The following are the definitions for day, evening, and night:

- Daytime is defined by 7:00 a.m. to 6:59 p.m. If the procedure request is in the state of California, Evening will begin at 7:00 p.m. Enter the number of annual helicopter operations expected with the proposed procedure during that time period.
- Evening operations should only be entered for California proposed procedure. Evening is defined by 7:00 p.m. to 9:59 p.m. Each evening operation will be multiplied by 5 to reflect it relative impact.
- Night is defined by 10:00 p.m. to 6:59 a.m. Each night operation will be multiplied by 10 to reflect it relative impact.

Current Operations	
Enter average annual number of helicopter operations	
Day <input type="text"/>	Night <input type="text"/>
Enter average annual number of prop operations	
Day <input type="text"/>	Night <input type="text"/>
Enter average annual number of jet operations	
Day <input type="text"/>	Night <input type="text"/>
Continue	

Figure 32 AP Environmental Pre-screening Filter – Day and Night Operations

Current Operations

Enter **average annual** number of helicopter operations

Day Evening (California Only) Night

Enter **average annual** number of prop operations

Day Evening (California Only) Night

Enter **average annual** number of jet operations

Day Evening (California Only) Night

Figure 33 AP Environmental Pre-screening Filter – Day, Evening, and Night Operations (California Only)
In either case, the proponent will enter the proposed number of flights for each type of aircraft.

Is the change only the following and not combined with another procedure request?

Name Change
 Additional Lines of Minimum
 Altitude Increase
 Adding Notes to the Procedure
 None of the Above

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Is This a Helicopter Only Request? Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

National Parks	National Wilderness Area	National Wildlife Refuge
----------------	--------------------------	--------------------------

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Current Operations

Enter **average annual** number of helicopter operations

Day Night

Enter **average annual** number of prop operations

Day Night

Enter **average annual** number of jet operations

Day Night

Figure 34 AP Environmental Pre-screening Filter – Proposed Operations

Once the proponent enters the proposed number of aircraft operations and clicks the **Continue** button, the proponent will be requested to confirm that the information provided is complete and up to date at the time of submission by clicking on the following box.

The information provided is complete and up to date at the time of submission.

Figure 35 AP Environmental Pre-screening Filter – Proponent Verification

Once the box is checked, the proponent will receive notification if the information provided meets the criteria for a CATEX or if additional environmental review will be required. If a CATEX is identified, the following page will be completed and displayed. At this point the CATEX Declaration is unofficial until it is reviewed and approved by an FAA official.

Federal Aviation Administration Categorical Exclusion Declaration

Date

First Name

Middle Initial

Last Name

Title

Company/Facility

Procedure Request Description:

Declaration of Exclusion: The FAA has reviewed the above referenced proposed action and it has been determined, by the undersigned, to be categorically excluded from further environmental documentation according to FAA Order 1050.1, "Environmental Impacts: Policies and Procedures." The implementation of this action will not result in any extraordinary circumstances in accordance with FAA Order 1050.1.

Basis for this Determination: This review was conducted in accordance with policies and procedures in Department of Transportation Order 5810.1, "Procedures for Considering Environmental Impacts" and FAA Order 1050.1.

The applicable categorical exclusions is/ are:

311p - Establishment of new procedures that routinely route aircraft over non-noise sensitive areas.

Concurrence/Reviewed By:

Date

Title:

The above flight procedure has been developed within the accepted parameters.

Concurrence/Reviewed By:

Date

Title:

Approved By:

Date

Title:

Page 3 of 3

Figure 36 FAA Categorical Exclusion Declaration form

The proponent should save the form and submit it along with any required attachments to the FAA Specialist for additional processing.

The need for additional environmental review will occur when all possible scenarios for a CATEX have failed to meet any of the conditions during the filter evaluation process. The filter will save the answers entered by the proponent and provide instructions as follows for the proponent to send the results via email to the FAA for review.

Additional Environmental Review Is Needed

Conditions entered into the form require the need for additional environmental review.

Once the form is complete, please save the form as a PDF and email it as well as any additional requested attachments (such as third party concurrence or an electronic satellite or land use map) to the FAA specialist who is coordinating your procedure request.

The form results for third party proposed procedures should be emailed to the AFS Specialist that is coordinating the proposed procedure.

The email subject line should contain the Request ID and "Additional Environmental Review".

Figure 37 AP Environmental Pre-screening Filter – Additional Review

4.4.4 Helicopter Only

New or Existing Procedure

Regardless of whether the proposed procedure is new or updated, the proponent will select Yes for a helicopter only request. The proponent will then be requested to select whether the procedure is for an emergency helicopter request.

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Is This a Helicopter Only Request? Yes No

Is This an Emergency Helicopter Request? Yes No

Figure 38 AP Environmental Pre-screening Filter – New or Existing Helicopter Only

If the response is **No**, the proponent will be requested to determine if the proposed procedure directs aircraft over a Noise Sensitive Area.

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Is This a Helicopter Only Request? Yes No

Is This an Emergency Helicopter Request? Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	

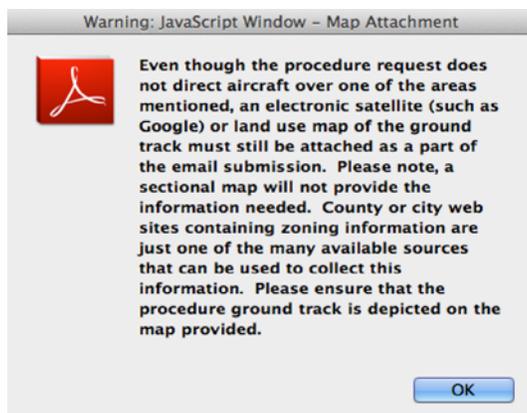
Yes No

Figure 39 AP Environmental Pre-screening Filter – Noise-Sensitive Area

The proponent can select either ‘Yes’ or ‘No’ as appropriate. If the selection is ‘Yes’, the proponent will see the following alert box and message:



If the selection is ‘No’, the proponent will see the following alert box and message:



After clicking ‘OK’ on the pop up alert, the proponent will be directed to the Quiet as an Attribute selection screen.

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

National Parks	National Wilderness Area	National Wildlife Refuge
----------------	--------------------------	--------------------------

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Figure 40 AP Environmental Pre-screening Filter –Quiet is a Recognized Purpose and Attribute of the Area

After selecting ‘Yes’ or ‘No’ for the Quiet as an Attribute areas the proponent will see the same alert box as previous depicted. After clicking ‘OK’ on the pop up alert, the proponent will see the screen in Figure 40 and select ‘**Continue**’. If California is selected as the procedure location, the screen in Figure 41 appears. These screens request information for the Daytime, Night, and Evening operations. The following are the definitions for day, evening, and night:

- Daytime is defined by 7:00 a.m. to 6:59 p.m. If the procedure request is in the state of California, Evening will begin at 7:00 p.m. Enter the number of annual helicopter operations expected with the proposed procedure during that time period.
- Evening operations should only be entered for California proposed procedures. Evening is defined by 7:00 p.m. to 9:59 p.m. Each evening operation will be multiplied by 5 to reflect it relative impact.
- Night is defined by 10:00 p.m. to 6:59 a.m. Each night operation will be multiplied by 10 to reflect it relative impact.

Enter average **DAILY** number of helicopter operations

Day Night

Figure 41 AP Environmental Pre-screening Filter – Day and Night Operations for Helicopter Only

or for Day, Evening, and Night as shown below.

Enter average **DAILY** number of helicopter operations

Day Evening
 (California Only)

Night

Figure 42 AP Environmental Pre-screening Filter – Day, Evening, and Night Operations for Helicopter Only (California Only)

In either case, the proponent will enter the proposed number of daily helicopter flights.

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Is This a Helicopter Only Request? Yes No
Is This an Emergency Helicopter Request? Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

National Parks	National Wilderness Area	National Wildlife Refuge
----------------	--------------------------	--------------------------

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Enter average **DAILY** number of helicopter operations

Day Night

Figure 43 AP Environmental Pre-screening Filter – Number of Helicopter Operations

Once the proponent enters the average daily number of helicopter operations and clicks the **Continue** button, the evaluation process for the proposed procedure may continue based on the response the proponent selected during this step. The proponent may be requested to select whether the helicopter route is over a major thoroughfare.

Enter average **DAILY** number of helicopter operations

Day Night

Is the Helicopter route over a major thoroughfare? Yes No

Figure 44 AP Environmental Pre-screening Filter – Helicopter Only – Route Over a Major Thoroughfare

Once the proponent selects **Yes** for a helicopter route over a major thoroughfare and clicks the **Continue** button, the proponent will be requested to confirm that the information provided is complete and up to date at the time of submission by clicking on the following box.

The information provided is complete and up to date at the time of submission.

Figure 45 AP Environmental Pre-screening Filter– Proponent Verification

Once the box is checked, the proponent will receive notification if the information provided has identified a CATEX or if additional environmental review will be required. If a CATEX is identified, the following page will be completed and displayed. At this point the CATEX Declaration is unofficial until it is reviewed and approved by an FAA official.

**Federal Aviation Administration
Categorical Exclusion Declaration**

Date

First Name Middle Initial Last Name
Title Company/Facility

Procedure Request Description:

Declaration of Exclusion: The FAA has reviewed the above referenced proposed action and it has been determined, by the undersigned, to be categorically excluded from further environmental documentation according to FAA Order 1050.1, "Environmental Impacts: Policies and Procedures." The implementation of this action will not result in any extraordinary circumstances in accordance with FAA Order 1050.1.

Basis for this Determination: This review was conducted in accordance with policies and procedures in Department of Transportation Order 5810.1, "Procedures for Considering Environmental Impacts" and FAA Order 1050.1.

The applicable categorical exclusions is/are:

311p - Establishment of new procedures that routinely route aircraft over non-noise sensitive areas.

Concurrence/Reviewed By: Date
Title:

The above flight procedure has been developed within the accepted parameters.

Concurrence/Reviewed By: Date
Title:

Approved By: Date
Title:

Page 3 of 3

Figure 46 FAA Categorical Exclusion Declaration form

The proponent should save the form and submit it along with any required attachments to the FAA Specialist for additional processing.

The need for additional environmental review will occur when all possible scenarios for a CATEX have failed to meet any of the conditions during the filter evaluation process.

The filter will save the answers entered by the proponent and provide instructions as follows for the proponent to send the results via email to the FAA for review.

Additional Environmental Review Is Needed

Conditions entered into the form require the need for additional environmental review.

Once the form is complete, please save the form as a PDF and email it as well as any additional requested attachments (such as third party concurrence or an electronic satellite or land use map) to the FAA specialist who is coordinating your procedure request.

The form results for third party proposed procedures should be emailed to the AFS Specialist that is coordinating the proposed procedure.

The email subject line should contain the Request ID and "Additional Environmental Review".

Figure 47 AP Environmental Pre-screening Filter – Additional Review

4.5 Reviewing the AP Environmental Pre-screening Filter Results

The following tables contain information beneficial to OSG FPT and AFS to review the filter results.

The tables in the Quick Reference Card shown in sections 4.5.1 and 4.5.2 can be used as a guide to determine if all of the information needed for an identified CATEX has been included. The reviewer can simply match up the filter results against the tables in the Quick Reference Card to determine if the correct information was gathered.

To use these tables, the reviewer should first determine if the proposed procedure is a New Procedure or Change to an Existing Procedure.

Select procedure type

New Procedure Change of an Existing Procedure

Figure 48 AP Environmental Pre-screening Filter – New Procedure

Select procedure type

New Procedure Change of an Existing Procedure

Figure 49 Change of an Existing Procedure

Next determine if the proposed procedure is a helicopter only request.

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals	<input type="text" value="1"/>	En Route	<input type="text"/>	Departures	<input type="text"/>
---------------------	--------------------------------	----------	----------------------	------------	----------------------

Is This a Helicopter Only Request? Yes No

Figure 50 AP Environmental Pre-screening Filter – Helicopter Only Request - No

Minimum Altitude of Procedure Request

Enter Number of Procedures

Approaches/Arrivals	<input type="text" value="1"/>	En Route	<input type="text"/>	Departures	<input type="text"/>
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Is This a Helicopter Only Request? Yes No

Figure 51 AP Environmental Pre-screening Filter – Helicopter Only Request - Yes

If **Yes** was selected for the question, **Is this a Helicopter Only Request?** the reviewer should refer to the Helicopter Only Procedure Quick Reference Table.

If **No** was selected for the question, **Is this a Helicopter Only Request?** the reviewer should refer to the New/Existing Procedure Quick Reference Table.

The reviewer should match up the following field information on the form to the table to determine the correct CATEX type:

- Procedure Type (New or Existing)
- Administrative Change (Existing Only)
- Number of Procedures (Approaches/Arrivals, En Route, Departures)
- Minimum Altitude of Procedure
- Noise Sensitive Areas/Quiet is a Recognized Purpose and Attribute of the Area
- Multiple Aircraft Type Total Annual Operations
- Single Aircraft Type Total Annual Operations

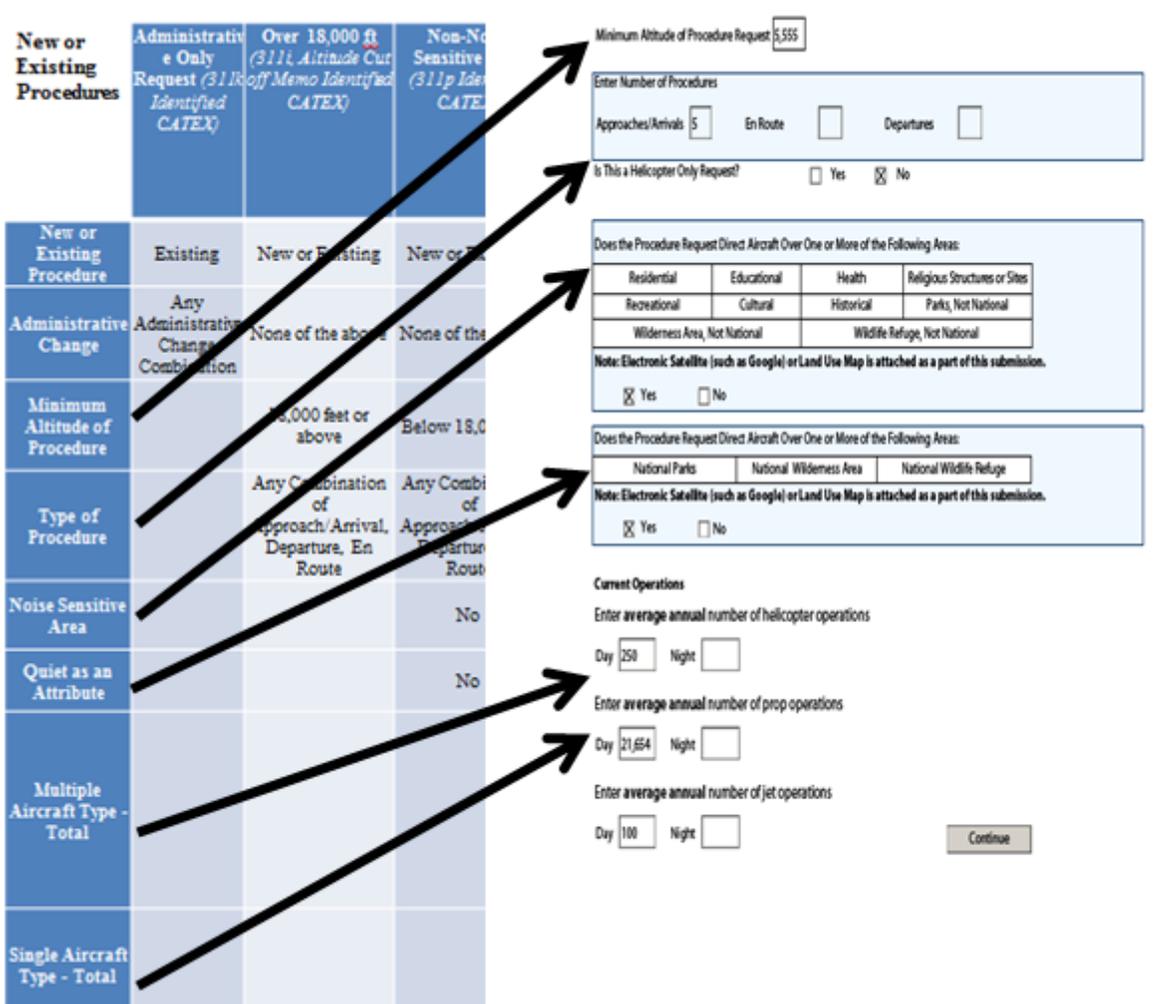


Figure 52 AP Environmental Pre-screening Filter – New/Existing Procedure User Guide’s Quick Reference Table Comparison

Once the helicopter only procedure table is selected, the reviewer should match up the following field information on the form to the table to determine the correct CATEX type:

- Procedure Type (New or Existing)
- Administrative Change (Existing Only)
- Number of Procedures (Approaches/Arrivals, En Route, Departures)
- Minimum Altitude of Procedure
- Emergency Helicopter Request
- Noise Sensitive Areas/Quiet is a Recognized Purpose and Attribute of the Area
- Daily Helicopter Operations
- Over a Major Thoroughfare

Helicopter Only		Emergency Helo Request - New (311 Identified CATEX)	Emergency Helo Request - Existing (311 Identified CATEX)												
Existing or New Procedure	New	Existing	Minimum Altitude of Procedure Request <input type="text" value="5,555"/>												
Administrative Change		None of the above	Enter Number of Procedures Approaches/Arrivals <input type="text" value="5"/> En Route <input type="checkbox"/> Departures <input type="checkbox"/>												
Minimum Altitude of Procedure (AGL)	Below 18,000 feet	Below 18,000 feet	Is This a Helicopter Only Request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Is This an Emergency Helicopter Request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No												
Type of Procedure	Helicopter only	Helicopter only	Does the Procedure Request Direct Aircraft Over One or More of the Following Areas: <table border="1"> <tr> <td>Residential</td> <td>Educational</td> <td>Health</td> <td>Religious Structures or Sites</td> </tr> <tr> <td>Recreational</td> <td>Cultural</td> <td>Historical</td> <td>Parks, Not National</td> </tr> <tr> <td colspan="2">Wilderness Area, Not National</td> <td colspan="2">Wildlife Refuge, Not National</td> </tr> </table> Note: Electronic Satellite (such as Google) or Land Use Map is attached as a part of this submission. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Residential	Educational	Health	Religious Structures or Sites	Recreational	Cultural	Historical	Parks, Not National	Wilderness Area, Not National		Wildlife Refuge, Not National	
Residential	Educational	Health	Religious Structures or Sites												
Recreational	Cultural	Historical	Parks, Not National												
Wilderness Area, Not National		Wildlife Refuge, Not National													
Emergency Helo Request	Yes	Yes	Does the Procedure Request Direct Aircraft Over One or More of the Following Areas: <table border="1"> <tr> <td>National Parks</td> <td>National Wilderness Area</td> <td>National Wildlife Refuge</td> </tr> </table> Note: Electronic Satellite (such as Google) or Land Use Map is attached as a part of this submission. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	National Parks	National Wilderness Area	National Wildlife Refuge									
National Parks	National Wilderness Area	National Wildlife Refuge													
Noise Sensitive Area/ Quiet as an Attribute															
Daily Helo Operations			Enter average DAILY number of helicopter operations Day <input type="text" value="55"/> Night <input type="checkbox"/>												
Over a Major Thoroughfare			Is the Helicopter route over a major thoroughfare? <input type="checkbox"/> Yes <input type="checkbox"/> No												

Figure 53 AP Environmental Pre-screening Filter – Helicopter User Guide’s Quick Reference Table Comparison

4.5.1 New or Existing Procedure Quick Reference Table

New or Existing Procedures	Administrative Only Request (311k Identified CATEX)	Over 18,000 ft (311i, Altitude Cut off Memo Identified CATEX)	Non-Noise Sensitive Area (311p Identified CATEX)	Noise Sensitive Area - Arrival (311i, Appendix A, Section 14.6a Identified CATEX)	Noise Sensitive Area - Departure (311i, Appendix A, Section 14.6a Identified CATEX)	Arrival with Multiple Aircraft (311i, Altitude Cut off Memo Identified CATEX)	Departure with Multiple Aircraft (311i, Altitude Cut off Memo Identified CATEX)	Arrival with Single Aircraft Type (311i, Altitude Cut off Memo Identified CATEX)	Departure with Single Aircraft Type (311i, Altitude Cut off Memo Identified CATEX)
New or Existing Procedure	Existing	New or Existing	New or Existing	New or Existing	New or Existing	New or Existing	New or Existing	New or Existing	New or Existing
Administrative Change	Any Administrative Change Combination	None of the above	None of the above	None of the above	None of the above	None of the above	None of the above	None of the above	None of the above
Minimum Altitude of Procedure		18,000 feet or above	Below 18,000 feet	Between 7,001 and 18,000 feet	Between 10,001 and 18,000 feet	Between 0 and 7,000 feet	Between 0 and 10,000 feet	Between 0 and 7,000 feet	Between 0 and 10,000 feet
Type of Procedure		Any Combination of Approach/Arrival, Departure, En Route	Any Combination of Approach/Arrival, Departure, En Route	Approach /Arrival	Departure	Approach /Arrival	Departure	Approach /Arrival	Departure
Noise Sensitive Area			No	Yes	Yes	Any combination of Yes or No except No/No	Any combination of Yes or No except No/No	Any combination of Yes or No except No/No	Any combination of Yes or No except No/No
Quiet as an Attribute			No	No	No				
Multiple Aircraft Type - Total						Less than or equal to 81,000 Annual Props and 365 Annual Helos OR 36,000 Annual Props and 365 Annual Jets and 365 Annual Helos	Less than or equal to 365 Annual Jets and 1,800 Annual Helos OR 45,000 Annual Props and 365 Annual Jets		
Single Aircraft Type - Total								Less than or equal to 90,000 Annual Props OR 700 Annual Jets	Less than or equal to 90,000 Annual Props OR 700 Annual Jets

Figure 54 AP Environmental Pre-screening Filter – New or Existing Quick Reference Table

4.5.2 Helicopter Only Quick Reference Table

Helicopter Only	Emergency Helo Request - New (311j Identified CATEX)	Emergency Helo Request - Existing (311j Identified CATEX)	Non-Noise Sensitive Areas - New (311p Identified CATEX)	Non-Noise Sensitive Areas - Existing (311p Identified CATEX)	10 or Less Daily Helo Operations - New (311i Identified CATEX)	10 or Less Daily Helo Operations - Existing (311i Identified CATEX)	Route over a Major Thoroughfare - New (311h Identified CATEX)	Route over a Major Thoroughfare - Existing (311h Identified CATEX)
Existing or New Procedure	New	Existing	New	Existing	New	Existing	New	Existing
Administrative Change		None of the above		None of the above		None of the above		None of the above
Minimum Altitude of Procedure (AGL)	Below 18,000 feet	Below 18,000 feet	Below 18,000 feet	Below 18,000 feet	Below 18,000 feet	Below 18,000 feet	Below 18,000 feet	Below 18,000 feet
Type of Procedure	Helicopter only	Helicopter only	Helicopter only	Helicopter only	Helicopter only	Helicopter only	Helicopter only	Helicopter only
Emergency Helo Request	Yes	Yes	No	No	No	No	No	No
Noise Sensitive Area/ Quiet as an Attribute			No	No	Any combination of Yes or No except No/No	Any combination of Yes or No except No/No	Any combination of Yes or No except No/No	Any combination of Yes or No except No/No
Daily Helo Operations					10 or less	10 or less	11 or more	11 or more
Over a Major Thoroughfare							Yes	Yes

Figure 55 AP Environmental Pre-screening Filter – Helicopter Only Quick Reference Table

If the Quick Reference Table information matches the information in the form, additional checks can be conducted by looking through the following Information Complete Checklist and the CATEX Specific sections for additional information. If the Quick Reference Table information does not match the information in the form, additional environmental review may be required.

4.5.3 Information Complete Checklist

The checklist can be used to check for common entry errors that may be encountered when information and data for proposed procedures are submitted. All filter fields are required to be filled out. Below are questions to be asked to determine if the information filled out is complete and reasonable.

Request ID

Does the Request ID indicated correspond to the correct project?

First Name

Is the first name spelled in a reasonable manner and is recognized as a first name? If not, has it been cross checked from another source to ensure that it is a first name?

Middle Initial

Is the middle initial either blank or an alphabetic character?

Last Name

Is the last name spelled in a reasonable manner and is recognized as a last name? If not, has it been cross checked from another source to ensure that it is a last name?

Title

Is the title indicated consistent with titles used by airport facilities and other proponents that would use this filter?

Facility / Company

Is the facility / company name spelled in a reasonable manner and is recognized as a legitimate facility / company name? If not, has it been cross checked from another source to ensure that it is a facility / company name?

Street Address

Is the street address consistent with the facility / company name provided in the previous question and formatted properly with the property number and street name?

City

Is the city name spelled in a reasonable manner and is recognized as a city name associated with the 50 US states & territories and associated with the facility / company name provided in the previous question? If not, has it been cross checked from another source to ensure that it is a city name associated with the facility / company provided in the previous question?

State

Is the state selected in the drop down menu consistent with the facility / company and the city previously entered?

Zip Code

Is the zip code entered consistent with the city provided in the previous question? If not, has it been cross checked from another source to ensure that it is the appropriate zip code?

Phone #

Is the phone number provided in a ten digit numeric format and absent of any alphabetic or symbolic characters?

Email Address

Is the email address provided in the proper format including @ as the only symbol?

4.5.4 CATEX Specific Checks

Checklist to determine if proposed procedure qualifies for a categorical exclusion. This section provides insight on how to review the filter to ensure the results demonstrate that the proposed procedure qualifies for a CATEX (i.e. complies with 1050.1E paragraph 303c). FAA Order 1050.1E sets forth the FAA’s agency-wide policies and procedures to ensure for compliance with National Environmental Policy Act (NEPA), CEQ regulations and DOT requirements.. Chapter three provides guidance on the FAA actions that are categorically excluded from additional environmental review. Categorical exclusions have been defined by the FAA as actions based on past experience with similar actions; do not normally require an EA or EIS. The FAA identifies categorical exclusions by functional group. Paragraph 311 provides the list of categorical exclusions for FAA actions involving the establishment, modification, or application of airspace and air traffic procedures. To ensure that a proposed procedure qualifies for categorical exclusion under FAA Order 1050.1E, the following information must be checked.

Administrative Change CATEX

If

the *procedure description* **does not** indicate any other proposed procedure is being proposed

And

In response to the following question:

Select procedure type	
<input type="checkbox"/> New Procedure	<input checked="" type="checkbox"/> Change of an Existing Procedure

Figure 56 AP Environmental Pre-screening Filter – Change of an Existing Procedure

the proponent selected **Existing**

And

In response to the following question:

Is the change only the following and not combined with another procedure request?

<input checked="" type="checkbox"/> Name Change	<input type="checkbox"/> Additional Lines of Minimum
<input checked="" type="checkbox"/> Altitude Increase	<input type="checkbox"/> Adding Notes to the Procedure
<input type="checkbox"/> None of the Above	<input type="button" value="Continue"/>

Figure 57 AP Environmental Pre-screening Filter – Administrative Change Responses

the proponent **checked one or more of the administrative change responses but NOT None of the Above** selection

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311k.

However, if the proponent in the procedure description indicated any other procedure request(s), the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311k and additional questions will need to be asked or information provided by the proponent.

Over 18,000 Feet AGL CATEX

If

the procedure description **does not** indicate a minimum altitude of 18,000' AGL or less

And

In response to the following question:

Minimum Altitude of Procedure Request

Figure 58 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

the proponent indicates 18,001' AGL or greater

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Section 311i using the Altitude Cut-Off Memo as support.

However, if the proponent entered an altitude of 18,000' AGL or, or the procedure description indicates any other minimum altitudes, the FAA reviewer cannot concur that a CATEX is appropriate based on FAA Order 1050.1E Paragraph 311i and additional questions will need to be asked or information provided by the proponent.

Emergency Helicopter Request CATEX

If

the *procedure description* **does not** indicate a non-emergency helicopter procedure is being proposed

And

In response to the following question:

Is This a Helicopter Only Request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------------	---	-----------------------------

Figure 59 AP Environmental Pre-screening Filter – Helicopter Only Request - Yes

the proponent selected **Yes**

And

In response to the following question:

Is This an Emergency Helicopter Request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
--	---	-----------------------------

Figure 60 AP Environmental Pre-screening Filter – Emergency Helicopter Request - Yes

the proponent selected **Yes**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311j

However, if the proponent entered **No** for an emergency helicopter only procedure, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311j and additional questions will need to be asked or information provided by the proponent.

Non-Noise Sensitive Area CATEX – Helicopter Only

If

the procedure description **does not** indicate that the proposed procedure is in a noise sensitive area or quiet as an attribute area

And

In response to the following questions:

Is This a Helicopter Only Request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is This an Emergency Helicopter Request?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Figure 61 AP Environmental Pre-screening Filter – Helicopter Only Request - No

the proponent selected **Yes** for Helicopter only and **No** for Emergency Helicopter request

And

In response to the following question:

Is the proposed procedure in a noise sensitive area or quiet is a recognized purpose and attribute of the area?

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:			
Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:		
National Parks	National Wilderness Area	National Wildlife Refuge
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
		<input type="button" value="Continue"/>

Figure 62 AP Environmental Pre-screening Filter – Noise-Sensitive or Quiet is a Recognized Purpose and Attribute of the Area

the proponent selected '**No**' for both areas

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311p.

However, if the proponent selected a noise sensitive area or quiet is a recognized purpose and attribute of the area, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311p and additional questions will need to be asked or information provided by the proponent.

Average of 10 or Less Daily Helicopter Operations CATEX

If

the procedure description **does not** indicate an average of 11 or more helicopter flights daily

And

In response to the following procedure by type table:

Is This a Helicopter Only Request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------------	---	-----------------------------

Figure 63 AP Environmental Pre-screening Filter – Helicopter Only Request - Yes

the proponent selected **Yes**

And

In response to the following question:

Is This an Emergency Helicopter Request?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--	------------------------------	--

Figure 64 AP Environmental Pre-screening Filter – Emergency Helicopter Request - No

the proponent selected **No**

And

In response to the following question:

Is the proposed procedure in a noise sensitive area or quiet is a recognized purpose and attribute of the area?

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:			
Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.			
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:		
National Parks	National Wilderness Area	National Wildlife Refuge
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="button" value="Continue"/>

Figure 65 AP Environmental Pre-screening Filter –Noise-Sensitive or Quiet is a Recognized Purpose and Attribute of the Area

the proponent selected ‘Yes’ for one or both of the questions

And

In response to the following question:

Enter average DAILY number of helicopter operations	
Day <input type="text" value="1"/>	Night <input type="text"/>
<input type="button" value="Continue"/>	

Figure 66 AP Environmental Pre-screening Filter – Number of Helicopter Operations

the proponent entered helicopter procedure information that produced calculated **average daily operations of 10 or less helicopter flights**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311i.

However, if the proponent entered an average of more than 10 flights daily for a non-emergency helicopter only procedure, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i and additional questions will need to be asked or information provided by the proponent.

Route over a Major Thoroughfare CATEX

If

the procedure description **does not** indicate a route not over a major thoroughfare

And

In response to the following question:

Is This a Helicopter Only Request?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------------	---	-----------------------------

Figure 67 AP Environmental Pre-screening Filter –Helicopter Only Request - Yes

the proponent selected **Yes**

And

In response to the following question:

Is This an Emergency Helicopter Request?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--	------------------------------	--

Figure 68 AP Environmental Pre-screening Filter – Emergency Helicopter Request - No

the proponent selected **No**

And

In response to the following question:

Is the proposed procedure in a noise sensitive area or quiet is a recognized purpose and attribute of the area?

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:			
Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.			
<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No	

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:		
National Parks	National Wilderness Area	National Wildlife Refuge
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.		
<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No
		<input type="button" value="Continue"/>

Figure 69 AP Environmental Pre-screening Filter –Noise-Sensitive or Quiet is a Recognized Purpose and Attribute of the Area

the proponent selected 'Yes' for one or both questions

And

In response to the following question:



Enter average **DAILY** number of helicopter operations

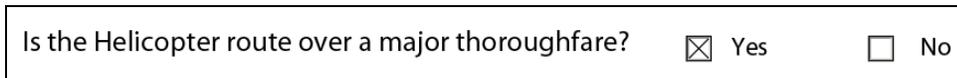
Day Night

Figure 70 AP Environmental Pre-screening Filter –Number of Helicopter Operations

the proponent entered helicopter procedure information that produced calculated **average daily operations of 11 or more helicopter flights daily**

And

In response to the following question:



Is the Helicopter route over a major thoroughfare? Yes No

Figure 71 AP Environmental Pre-screening Filter – Helicopter Route Over a Major Thoroughfare

the proponent selected **Yes**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311h.

However, if the proponent entered 'no' to route over a major thoroughfare, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311h and additional environmental review will be required.

Non-Noise Sensitive Area CATEX

If

the procedure description **does not** indicate that the proposed procedure is in a noise sensitive area

And

In response to the following question:



Is This a Helicopter Only Request? Yes No

Figure 72 AP Environmental Pre-screening Filter – Helicopter Only Request - No

the proponent selected **No**

And

In response to the following question:

Is the proposed procedure in a noise sensitive area or quiet is a recognized purpose and attribute of the area?

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:			
Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:		
National Parks	National Wilderness Area	National Wildlife Refuge
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
		<input type="button" value="Continue"/>

Figure 73 AP Environmental Pre-screening Filter – Noise-Sensitive or Quiet is a Recognized Purpose and Attribute of the Area

the proponent selected ‘No’ for both areas

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311p.

However, if the proponent selected a noise sensitive area or quiet is a recognized purpose and attribute of the area, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311p and additional questions will need to be asked or information provided by the proponent.

Noise Sensitive Area Arrival CATEX

If

the procedure description does not indicate quiet is a recognized purpose and attribute of the area and doesn’t indicate an arrival below 7,001 feet AGL or over 18,000 feet AGL

And

In response to the following procedure by type table:

Enter Number of Procedures						
Approaches/Arrivals	<input type="checkbox"/>	En Route	<input type="checkbox"/>	Departures	<input type="checkbox"/>	<input type="button" value="Continue"/>

Figure 74 AP Environmental Pre-screening Filter – Procedure by Type Table

the proponent has indicated any combination of Arrival and En Route that **includes** Arrival as follows:

- Arrival, En Route
- Arrival

And

In response to the following minimum altitude question:

Minimum Altitude of Procedure Request	7,001
---------------------------------------	-------

Figure 75 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

the proponent enters an altitude between 7,001 feet AGL and 18,000 feet

In response to the Noise Sensitive Area and Quiet as an Attribute questions:

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:

National Parks	National Wilderness Area	National Wildlife Refuge
----------------	--------------------------	--------------------------

Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.

Yes No

Figure 76 AP Environmental Pre-screening Filter– Noise Sensitive or Quiet is a Recognized Purpose and Attribute of the Area

the proponent selected ‘Yes’ for a Noise Sensitive Area, but ‘No’ for Quiet as an Attribute

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Appendix A, Section 14.6a as support.

However, if the proponent selected a quiet is a recognized purpose and attribute of the area, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Appendix A, Section 14.6a as support and additional environmental review will be required.

Noise Sensitive Area Departure CATEX

If

the procedure description **does not** indicate a quiet is a recognized purpose and attribute of the area and does not indicate a departure or en route below 10,001 feet AGL or over 18,000 feet AGL

And

In response to the following procedure by type table:

Enter Number of Procedures						
Approaches/Arrivals	<input type="checkbox"/>	En Route	<input type="checkbox"/>	Departures	<input type="checkbox"/>	<input type="button" value="Continue"/>

Figure 77 AP Environmental Pre-screening Filter– Procedure by Type Table

the proponent has indicated any combination of Arrival, En Route and Departure that **Includes** Departure as follows:

- Arrival, En Route, Departure
- En Route, Departure
- Departure

And

In response to the following minimum altitude question:

Minimum Altitude of Procedure Request	<input type="text" value="10,002"/>
---------------------------------------	-------------------------------------

Figure 78 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

The proponent enters an altitude between 10,001 feet AGL and 18,000 feet AGL

And

In response to the Noise Sensitive Area and Quiet as an Attribute questions:

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:			
Residential	Educational	Health	Religious Structures or Sites
Recreational	Cultural	Historical	Parks, Not National
Wilderness Area, Not National		Wildlife Refuge, Not National	
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.			
<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No	

Does the Procedure Request Direct Aircraft Over One or More of the Following Areas:		
National Parks	National Wilderness Area	National Wildlife Refuge
Note: Electronic Satellite (such as Google) or Land Use Map must be attached as a part of this submission.		
<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No
		<input type="button" value="Continue"/>

Figure 79 AP Environmental Pre-screening Filter –Noise-Sensitive or Quiet is a Recognized Purpose and Attribute of the Area

the proponent selected ‘Yes’ for a Noise Sensitive Area, but ‘No’ for Quiet as an Attribute

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Appendix A, Section 14.6a as support.

However, if the proponent selected a quiet is a recognized purpose and attribute of the area, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Appendix A, Section 14.6a as support and additional environmental review will be required.

Arrival with Single Aircraft – Props Only CATEX

If

the procedure description **does not** indicate any of the following:

- a departure or en route
- over 7,000 feet AGL
- over 90,000 annual prop operations

And

In response to the following procedure by type table:



Enter Number of Procedures			
Approaches/Arrivals	<input type="checkbox"/>	En Route	<input type="checkbox"/>
		Departures	<input type="checkbox"/>
			<input type="button" value="Continue"/>

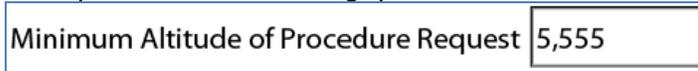
Figure 80 AP Environmental Pre-screening Filter – Procedure by Type Table

the proponent has indicated any combination of Arrival and En Route that **includes** Arrival as follows:

- Arrival, En Route
- Arrival

And

In response to the following question:



Minimum Altitude of Procedure Request	5,555
---------------------------------------	-------

Figure 81 AP Environmental Pre-screening Filter –Minimum Altitude of Proposed Procedure

the proponent indicates an altitude between 0 feet AGL and 7,000 feet AGL

And

The following Number of Operations in the table below will need to be reviewed:

Current Operations

Enter **average annual** number of helicopter operations

Day Night

Enter **average annual** number of prop operations

Day Night

Enter **average annual** number of jet operations

Day Night

Figure 82 AP Environmental Pre-screening Filter – Day and Night Operations

the proponent entered operations for a prop only type of aircraft that calculates to less than or equal to **90,000 annual prop operations**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut-Off Memo as support.

However, if the proponent selected a response for arrivals over 7,000 feet AGL and entered a response over 90,000 annual prop operations, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut Off Memo as support and additional environmental review is required.

Arrival with Single Aircraft - Jets Only CATEX

If

the procedure description **does not** indicate any of the following:

- a departure or en route
- over 7,000 feet AGL
- over 700 annual jet operations

And

In response to the following procedure by type table:

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Figure 83 AP Environmental Pre-screening Filter –Procedure by Type Table

the proponent has indicated any combination of Arrival and En Route that **Includes** Arrival as follows:

- Arrival, En Route
- Arrival

And

In response to the following question:

Minimum Altitude of Procedure Request	5,555
---------------------------------------	-------

Figure 84 AP Environmental Pre-screening Filter –Minimum Altitude of Proposed Procedure

the proponent indicates an altitude between 0 feet AGL and 7,000 feet AGL

And

The following Number of Operations in the table below will need to be reviewed:

Current Operations	
Enter average annual number of helicopter operations	
Day <input type="text"/>	Night <input type="text"/>
Enter average annual number of prop operations	
Day <input type="text"/>	Night <input type="text"/>
Enter average annual number of jet operations	
Day <input type="text"/>	Night <input type="text"/>
<input type="button" value="Continue"/>	

Figure 85 AP Environmental Pre-screening Filter – Day and Night Operations

the proponent entered operations for a jet only type of aircraft that calculates to **less than or equal to 700 annual jet operations**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut-Off Memo as support.

However, if the proponent selected a response for arrivals over 7,000 feet AGL and entered a response over 700 annual jet operations, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut Off Memo as support and additional environmental review is required.

Departure with Single Aircraft - Props Only CATEX

If

the procedure description **does not** indicate any of the following:

- an arrival
- over 10,000 feet AGL
- over 90,000 annual prop operations

And

In response to the following procedure by type table:

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Figure 86 AP Environmental Pre-screening Filter – Procedure by Type Table

the proponent has indicated any combination of Arrival, En Route and Departure that **Includes** Departure as follows:

- Arrival, En Route, Departure
- En Route, Departure
- Departure

And

In response to the following question:

Minimum Altitude of Procedure Request

Figure 87 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

the proponent indicates an altitude between 0 feet AGL and 10,000 feet AGL

And

The following Number of Operations in the table below will need to be reviewed:

Current Operations

Enter **average annual** number of helicopter operations

Day Night

Enter **average annual** number of prop operations

Day Night

Enter **average annual** number of jet operations

Day Night

Figure 88 AP Environmental Pre-screening Filter – Day and Night Operations

the proponent entered operations for a prop only type of aircraft that calculates to **less than or equal to 90,000 annual prop operations**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311*i* using the Altitude Cut-Off Memo as support.

However, if the proponent selected a response for departure or en route change over 10,000 feet AGL and entered a response over 90,000 annual prop operations, the FAA reviewer cannot

approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut Off Memo as support and additional environmental review is required.

Departure with Single Aircraft - Jets Only CATEX

If

the procedure description **does not** indicate any of the following:

- an arrival
- over 10,000 feet AGL
- over 700 annual jet operations

And

In response to the following procedure by type table:

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Figure 89 AP Environmental Pre-screening Filter – Procedure by Type Table

the proponent has indicated any combination of Arrival, En Route and Departure that **Includes** Departure as follows:

- Arrival, En Route, Departure
- En Route, Departure
- Departure

And

In response to the following question:

Minimum Altitude of Procedure Request

Figure 90 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

the proponent indicates an altitude between 0 feet AGL and 10,000 feet AGL

And

The following Number of Operations in the table below will need to be reviewed:

Current Operations

Enter **average annual** number of helicopter operations

Day Night

Enter **average annual** number of prop operations

Day Night

Enter **average annual** number of jet operations

Day Night

Figure 91 AP Environmental Pre-screening Filter – Day and Night Operations

the proponent entered operations for a prop only type of aircraft that calculates to **less than or equal to 700 annual jet operations**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut-Off Memo as support.

However, if the proponent selected a response for departure or en route change over 10,000 feet AGL and entered a response over 700 annual jet operations, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut Off Memo as support and additional environmental review is required.

Arrival with Multiple Aircraft Types between 0 feet AGL and 7,000 feet AGL CATEX.

If

the procedure description **does not** indicate any of the following:

- a departure or en route
- over 7,000 feet AGL
- over 81,000 annual prop plus 365 annual helicopter operations

And

In response to the following procedure by type table:



Enter Number of Procedures			
Approaches/Arrivals	<input type="text"/>	En Route	<input type="text"/>
Departures	<input type="text"/>	<input type="button" value="Continue"/>	

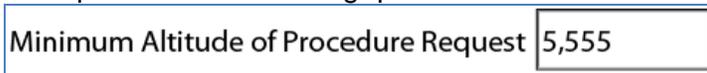
Figure 92 AP Environmental Pre-screening Filter – Procedure by Type Table

the proponent has indicated any combination of Arrival and En Route that **includes** Arrival as follows:

- Arrival, En Route
- Arrival

And

In response to the following question:



Minimum Altitude of Procedure Request	<input type="text" value="5,555"/>
---------------------------------------	------------------------------------

Figure 93 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

the proponent indicates an AGL between 0 feet AGL and 7,000 feet AGL

And

The following Number of Operations in the table below will need to be reviewed:

Current Operations

Enter **average annual** number of helicopter operations

Day Night

Enter **average annual** number of prop operations

Day Night

Enter **average annual** number of jet operations

Day Night

Figure 94 AP Environmental Pre-screening Filter – Day and Night Operations

the proponent entered operations for multiple types of aircraft that calculates to **less than or equal to 81,000 annual prop plus 365 annual helicopter operations**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311*i* using the Altitude Cut-Off Memo as support.

However, if the proponent selected a response for arrivals over 7,000 feet AGL and entered a response over 81,000 annual prop plus 365 annual helicopter operations, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311*i* using the Altitude Cut Off Memo as support and additional environmental review is required.

Arrival with Multiple Aircraft Types between 0 feet AGL and 7,000 feet AGL CATEX

If

the procedure description **does not** indicate any of the following:

- a departure or en route
- over 7,000 feet AGL
- over 36,000 annual prop plus 365 annual jet plus 365 annual helicopter operations

And

In response to the following procedure by type table:

Enter Number of Procedures

Approaches/Arrivals En Route Departures

Figure 95 AP Environmental Pre-screening Filter – Procedure by Type Table

the proponent has indicated any combination of Arrival and En Route that **Includes** Arrival as follows:

- Arrival, En Route
- Arrival

And

In response to the following question:

Minimum Altitude of Procedure Request	5,555
---------------------------------------	-------

Figure 96 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

the proponent indicates an altitude between 0 feet AGL and 7,000 feet AGL

And

The following Number of Operations in the table below will need to be reviewed:

Current Operations	
Enter average annual number of helicopter operations	
Day <input type="text"/>	Night <input type="text"/>
Enter average annual number of prop operations	
Day <input type="text"/>	Night <input type="text"/>
Enter average annual number of jet operations	
Day <input type="text"/>	Night <input type="text"/>
<input type="button" value="Continue"/>	

Figure 97 AP Environmental Pre-screening Filter – Day and Night Operations

the proponent entered operations for multiple types of aircraft that calculates to **less than or equal 36,000 annual prop plus 365 annual jet plus 365 annual helicopter operations**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut-Off Memo as support.

However, if the proponent selected a response for arrivals or over 7,000 feet AGL and entered a response over 36,000 annual prop plus 365 annual jet plus 365 annual helicopter operations, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut Off Memo as support and additional environmental review is required.

Departure with Multiple Aircraft Types between 3,000 feet AGL and 10,000 feet AGL CATEX

If

the procedure description **does not** indicate any of the following:

- an arrival
- over 10,000 feet AGL
- over 365 annual jet plus 1,800 annual helicopter operations

And

In response to the following procedure by type table:



Figure 98 AP Environmental Pre-screening Filter – Procedure by Type Table

the proponent has indicated any combination of Arrival, En Route and Departure that **Includes** Departure as follows:

- Arrival, En Route, Departure
- En Route, Departure
- Departure

And

In response to the following question:

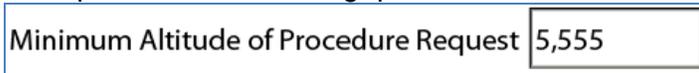


Figure 99 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

the proponent indicates an altitude between 0 feet AGL and 10,000 feet AGL

And

The following Number of Operations in the table below will need to be reviewed:

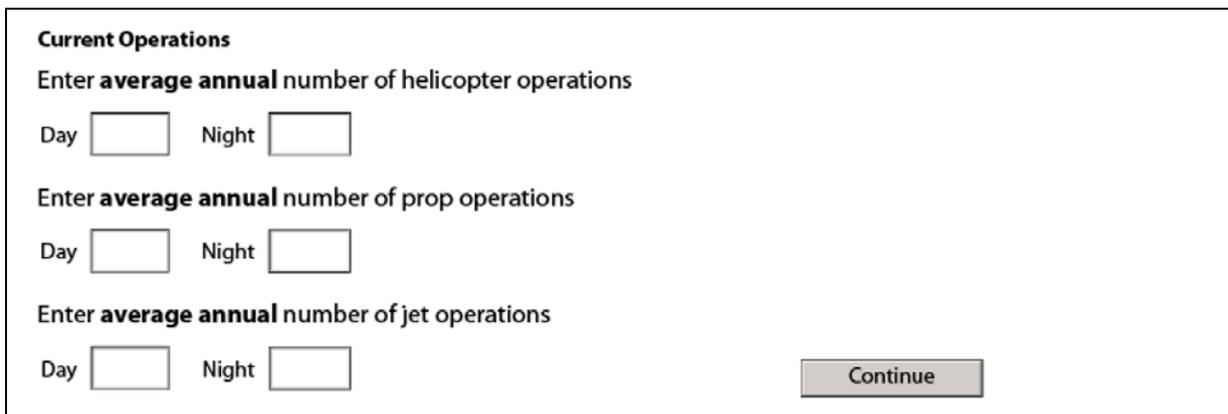


Figure 100 AP Environmental Pre-screening Filter – Day and Night Operations

the proponent entered **New** procedure and entered operations for multiple types of aircraft that calculates to **less than or equal to 365 annual jet plus 1,800 annual helicopter operations.**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311*i* using the Altitude Cut-Off Memo as support.

However, if the proponent selected a response for departure or en route change over 10,000 feet AGL and entered a response over 365 annual jet plus 1,800 annual helicopter operations, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut Off Memo as support and additional environmental review is required.

Departure with Multiple Aircraft Types between 0 feet AGL and 10,000 feet AGL CATEX

If

the procedure description **does not** indicate any of the following:

- an arrival
- over 10,000 feet AGL
- over 45,000 annual prop plus 365 annual jet operations

And

In response to the following procedure by type table:



Enter Number of Procedures						
Approaches/Arrivals	<input type="checkbox"/>	En Route	<input type="checkbox"/>	Departures	<input type="checkbox"/>	Continue

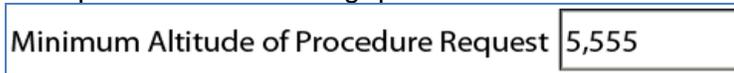
Figure 101 AP Environmental Pre-screening Filter – Procedure by Type Table

the proponent has indicated any combination of Arrival, En Route and Departure that **Includes** Departure as follows:

- Arrival, En Route, Departure
- En Route, Departure
- Departure

And

In response to the following question:



Minimum Altitude of Procedure Request	5,555
---------------------------------------	-------

Figure 102 AP Environmental Pre-screening Filter – Minimum Altitude of Proposed Procedure

the proponent indicates an altitude between 0 feet AGL and 10,000 feet AGL

And

The following Number of Operations in the table below will need to be reviewed:

Current Operations

Enter **average annual** number of helicopter operations

Day Night

Enter **average annual** number of prop operations

Day Night

Enter **average annual** number of jet operations

Day Night

Figure 103 AP Environmental Pre-screening Filter – Day and Night Operations

the proponent entered operations for multiple types of aircraft that calculates to **less than or equal to 45,000 annual props plus 365 annual jet operations**

Then the proposed procedure is categorically excluded from additional environmental review based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut-Off Memo as support.

However, if the proponent selected a response for departure or en route change over 10,000 feet AGL and entered a response over 45,000 annual prop plus 365 annual jet operations, the FAA reviewer cannot approve a CATEX based on FAA Order 1050.1E Chapter 3, Paragraph 311i using the Altitude Cut Off Memo as support and additional environmental review is required.

5.0 Appendixes

5.1 Attachment 1 – Categorical Exclusion Declaration

Federal Aviation Administration Categorical Exclusion Declaration			Date <input type="text" value="9/28/12"/>
First Name <input type="text"/>	Middle Initial <input type="text"/>	Last Name <input type="text"/>	
Title <input type="text"/>	Company/Facility <input type="text"/>		
Procedure Request Description:			
<div style="border: 1px solid black; width: 100%; height: 100%;"></div>			
<p>Declaration of Exclusion: The FAA has reviewed the above referenced proposed action and it has been determined, by the undersigned, to be categorically excluded from further environmental documentation according to FAA Order 1050.1, "Environmental Impacts: Policies and Procedures." The implementation of this action will not result in any extraordinary circumstances in accordance with FAA Order 1050.1.</p> <p>Basis for this Determination: This review was conducted in accordance with policies and procedures in Department of Transportation Order 5810.1, "Procedures for Considering Environmental Impacts" and FAA Order 1050.1.</p>			
The applicable categorical exclusions is/are:	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>		
Concurrence/Reviewed By: <input type="text"/>	Date <input type="text"/>		
Title: <input type="text"/>			
<hr/>			
The above flight procedure has been developed within the accepted parameters.			
Concurrence/Reviewed By: <input type="text"/>	Date <input type="text"/>		
Title: <input type="text"/>			
<hr/>			
Approved By: _____	Date <input type="text"/>		
Title: <input type="text"/>	<input type="button" value="Save Form"/>		

Figure 104 FAA Categorical Exclusion Declaration form

5.2 Attachment 2 – Altitude Cut Off Memo

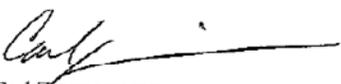
 U.S. Department of Transportation Federal Aviation Administration	<h1>Memorandum</h1>
<hr/>	
Subject: ACTION: Altitude Cut-Off for National Airspace Redesign (NAR) Environmental Analyses	Date: SEP 5 2003
From: Acting Manager, Environmental Programs Division, ATA-300	Reply to Attn. of:
To: Regional Airspace Branch Managers	
<p>There has been some uncertainty over the cut-off altitude to be used in determining the study areas for NAR environmental analyses. The purpose of this memo is to clarify our position on altitude cut-offs for Air Traffic environmental studies.</p> <p>On January 17, 2001, the Program Director for Air Traffic Airspace Management, ATA-1, issued a policy memo and related Federal Register notice changing the altitude for Air Traffic Noise Screening. The Office of Environment and Energy conducted a study to determine the cut-off ceiling for Air Traffic noise analysis. The study determined that the noise should be evaluated for proposed changes in arrival procedures between 3,000 and 7,000 feet above ground level (AGL) and departure procedures between 3,000 and 10,000 feet AGL for large civil jet aircraft weighing over 75,000 pounds. (See attachment)</p> <p>Recent court decisions have indicated that there are circumstances when we should consider evaluating the noise impacts that are caused by aircraft operating above 10,000 feet AGL. We know that changing flight operations above a national park is likely to be highly controversial, and in cases like this, we should consider analyzing aircraft noise impacts between 10,000 feet and 18,000 feet.</p> <p>Currently there is no reason to analyze aircraft noise above 18,000 feet AGL. Any decision to analyze aircraft noise above 10,000 feet is an exception to our procedures and should be coordinated with ATA-300 at the earliest possible time.</p>	
 Carl Zimmermann	
Attachments	

Figure 105 FAA Altitude Cut Off Memo

5.3 Attachment 3 – Processing information through Procedure Tracking System (PTS)

The CATEX Declaration or ROD can be added to the procedure package in PTS. To accomplish this, the FPT will log into the Procedure Tracking System (PTS) using their user name and password. This part should be completed by FAA.

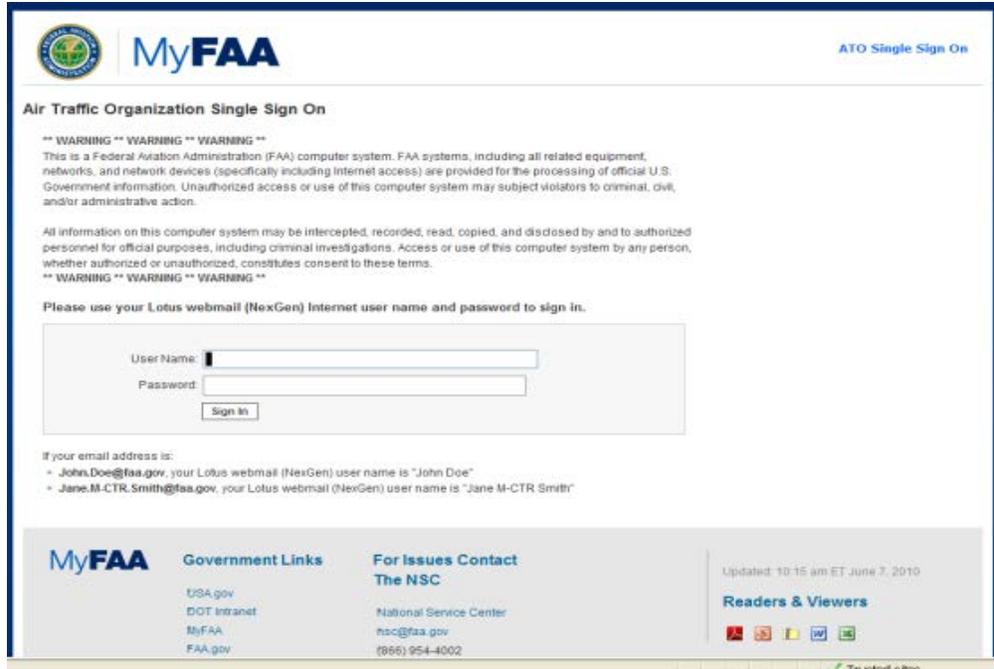


Figure 106 FAA Air Traffic Organization Single Sign On

The FPT Specialist will see the following screen after logging in.



Figure 107 FAA Aviation System Standards - Dashboard

Once a project is assigned to the FPT Specialist by their manager/lead, it shows up in their worklist. A specific procedure can be searched by selecting Search Task.

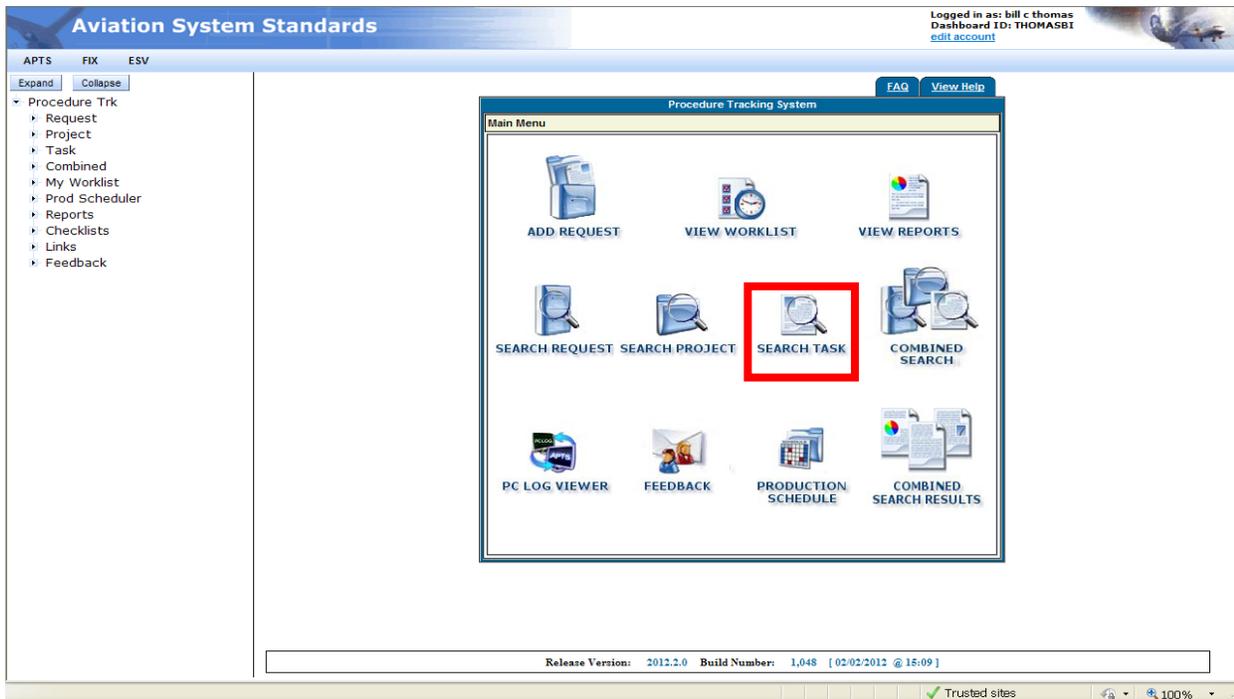


Figure 108 FAA Aviation System Standards – Search Task

Searching for projects, tasks, and/or IDs can be done using this combined search screen as shown below.

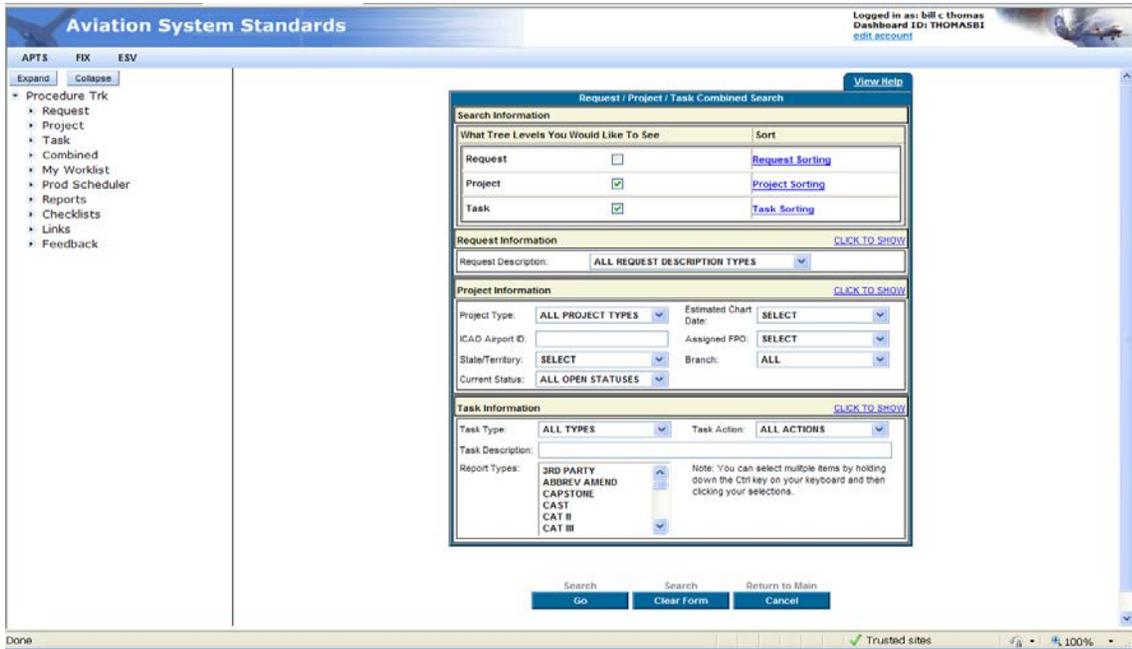


Figure 109 FAA Aviation System Standards – Search Information

Once the project is found, the CATEX Declaration or other proposed procedure documents can be uploaded or checked in by selecting the check in button as shown below.

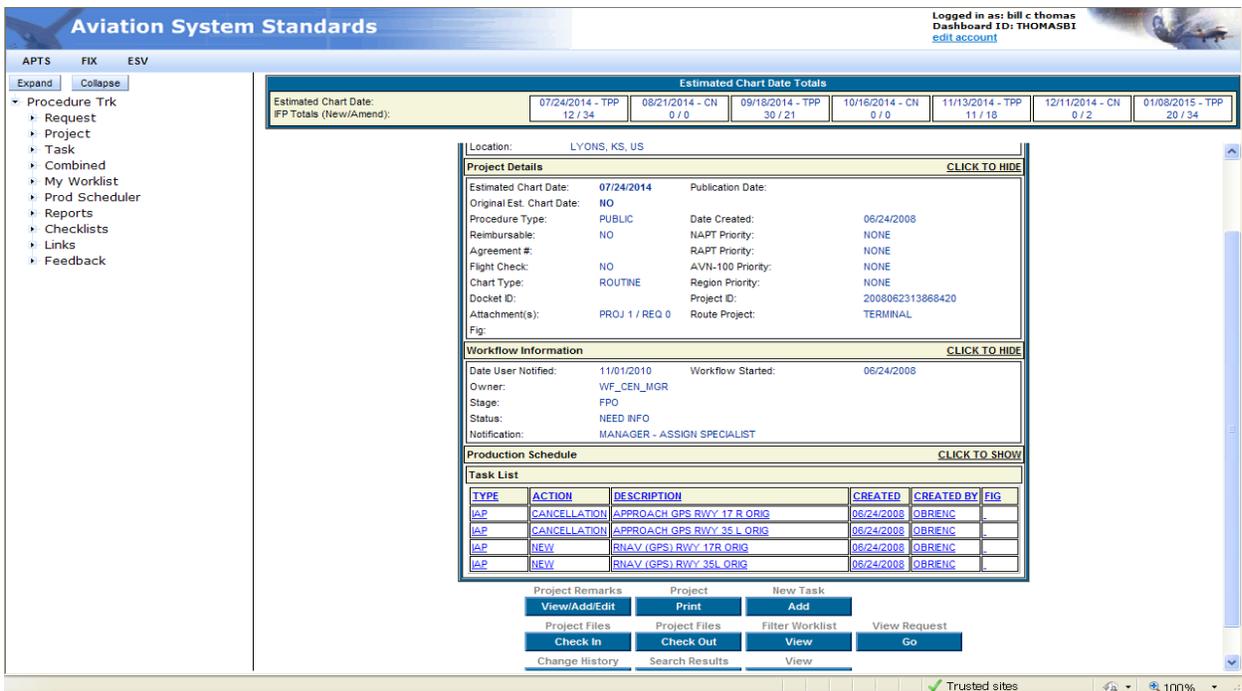


Figure 110 FAA Aviation System Standards – Extended Chart Date Tools

The file to be uploaded or checked in can be selected by clicking the **Browse** button and then selecting the Mailbox drop down.

Check In -- Project/Task Level

Step 1
Enter Filename(s):

Attach Another File

Step 2
Select MailBox:
 AVN

Step 3

Figure 111 FAA Aviation System Standards – Check In

Once the procedure package is complete, it is forwarded to AeroNav Products using the PTS system for procedure development.

NOTIFICATION COLOR KEY: ■ = PROJECT ■ = URGENT Worklist Biennial View Filter View Help

Peter Getz's Worklist

Your worklist is currently filtered by the PROJECT ID of 2009071119181002

STATUS	NOTIFICATION SUBJECT	RECEIVED	DUE DATE	CHART
PENDING	APPROACH PROJECT: FICO - SCHEDULE FLIGHT INSPECTION Request: AMENDMENT OF PROCEDURE(S) ID-Name: KVJI - VIRGINIA HIGHLANDS Location: ABINGDON, VA, US	02/27/2012	05/25/2012	07/26/2012

Figure 112 FAA Aviation System Standards – Work Status

After the project is selected the status can be changed to reflect that the procedure package is complete and will be forwarded to AeroNav Products.

From:	Scott Beard	Received:	02/27/2012	Due Date:	05/25/2012
Subject:	APPROACH PROJECT: FICO - SCHEDULE FLIGHT INSPECTION				
	Request: AMENDMENT OF PROCEDURE(S)				
	ID-Name: KVJI - VIRGINIA HIGHLANDS				
	Location: ABINGDON, VA, US				
Please review the Request and Project information and select what you would like to do next.			Procedure Process - Flight Inspection		
Remark: READY TO SCHEDULE					
Request: 20090711191810					
Project: 2009071119181002					
I want to: SELECT					
SELECT COMPLETE SCHEDULING FORWARD TO FICO LIAISON PLACE IN PENDING PLACE IN SCHEDULING PLACE ON HOLD SEND BACK TO FICO LIAISON RETURN TO MY WORKLIST					

Figure 113 FAA Aviation System Standards – Procedure Process

AeroNav Products receives the completed procedure packages via the PTS system. AeroNav Products reviews the completed procedure package and determines whether a procedure change is required (within or outside of parameters or if no change to flight or ground track is required). After the procedure is developed and if no change to flight or ground track is required or if changes were required but are within the established environmental parameters; AeroNav forwards completed procedure package for publication. If procedure changes are required and are outside of parameters, AeroNav returns the completed procedure package to OSG FPT to review changes with proponent. AeroNav Products will use PTS to either return or forward the procedure for publication. To do this, the proponent will access PTS and update the procedure status as shown.

From: Received: Due Date:

Subject: **APPROACH PROJECT: FICO - SCHEDULE FLIGHT INSPECTION**
 Request: AMENDMENT OF PROCEDURE(S)
 ID-Name: KVJI - VIRGINIA HIGHLANDS
 Location: ABINGDON, VA, US

Please review the Request and Project information and select what you would like to do next.

Remark: **READY TO SCHEDULE**

Request: [20090711191810](#)
 Project: [2009071119181002](#) 🔍

I want to:

- SELECT
- COMPLETE SCHEDULING
- FORWARD TO FICO LIAISON
- PLACE IN PENDING
- PLACE IN SCHEDULING
- PLACE ON HOLD
- SEND BACK TO FICO LIAISON
- RETURN TO MY WORKLIST

Procedure Process - Flight Inspection

The diagram features a central globe with the text 'AVIATION SYSTEM STANDARDS' at the top and 'ENSURING FLIGHT SAFETY' at the bottom. A box labeled 'Liaison Completes Work' has an arrow pointing to a box labeled 'FICO Schedule Inspection'.

Figure 114 FAA Aviation System Standards

6.0 How to Provide Feedback and Suggestions

Please provide feedback and suggestion regarding the AP environmental pre-screening filter. This includes reporting bugs and suggestions. Send this feedback via email to the FAA specialist coordinating the AP environmental process. Please type “Feedback and Suggestions” in the subject line.

7.0 Glossary

Authorization Required (AR)

A special, required authorization by the FAA to conduct RNP approaches designated as “Authorization Required.” Standards and criteria for development of RNP AR IFPs are based on a higher level of aircraft equipment and additional aircrew requirements.

Categorical Exclusion (CATEX)²

Categorical exclusions represent a category of actions which the FAA has found, based on past experience with similar actions, do not normally require an EA or EIS because they do not individually or cumulatively have a significant effect on the human environment absent extraordinary circumstances set forth in paragraph 304 of FAA Order 1050.1E. In accordance with CEQ regulations, Section 1508.4, these categorical exclusions are identified by functional group and are presented in paragraphs 307 through 312 of FAA Order 1050.1E. The categorical exclusions most relevant to proposed procedures are listed below:

- *Paragraph 311h* - Establishment of helicopter routes that channel helicopter activity over major thoroughfares. (ATO, AFS, AVN)
- *Paragraph 311i* - Establishment of new or revised air traffic control procedures conducted at 3,000 feet or more above ground level (AGL); instrument procedures conducted below 3,000 feet (AGL) that do not cause traffic to be routinely routed over noise sensitive areas; modifications to currently approved instrument procedures conducted below 3,000 feet (AGL) that do not significantly increase noise over noise sensitive areas; and increases in minimum altitudes and landing minima. For Air Traffic modifications to procedures at or above 3,000 feet (AGL), the Air Traffic Noise Screening Procedure (ATNS) should be applied. (ATO, AFS, AVN)
- *Paragraph 311j* - Implementation of procedures to respond to emergency air or ground safety needs, accidents, or natural events with no reasonably foreseeable long-term adverse effects. (ATO, AST)
- *Paragraph 311k* - Publication of existing air traffic control procedures that do not essentially change existing tracks, create new tracks, change altitude, or change concentration of aircraft on these tracks. (ATO, AFS, AVN)
- *Paragraph 311p* - Establishment of new procedures that routinely route aircraft over non-noise sensitive areas. (ATO, AVN)

Environmental Assessment (EA)³

According to 40 CFR 1508.9 and Order DOT 5610.1C (July 13, 1982), an environmental assessment (EA) is a concise document used to describe a proposed action’s anticipated environmental impacts. (See FAA Order 1050.1E, paragraph 400).

Environmental Impact Statement (EIS)

A clear, concise, and appropriately detailed document that provides the agency decision makers and the public with a full and fair discussion of significant environmental impacts of the proposed action and reasonable alternatives (40 CFR 1502.1) and implements the requirement

in NEPA section 102(2)(C) for a detailed written statement. (See FAA Order 1050.1E, paragraph 500a).

Finding of No Significant Impact (FONSI)

If the EA on the proposed action indicates that the action will not result in significant impacts, the responsible FAA official prepares a FONSI. The FONSI documents the basis or bases for FAA's determination that the action lacks potentially significant environmental impacts. (See FAA Order 1050.1E, paragraph 200b).

Instrument Flight Procedure (IFP)

A charted flight path defined by a series of navigation fixes, altitudes and courses provided with lateral and vertical protection from obstacles from the beginning of the path to a point from which a landing can be completed, and if a landing cannot be completed, then continuing on to a position and altitude at which either holding or en route flight can be continued.

Paragraph 303c

The responsible FAA official must first determine whether a proposed action is within one of the categorical exclusions listed in paragraphs 307 through 312. If it is not, an EA or EIS must be prepared. An action on the categorically excluded list is not automatically exempted from environmental review under NEPA. The responsible FAA official must also review paragraph 304, Extraordinary Circumstances, before finalizing a determination that a proposed action qualifies for categorical exclusion. If it is uncertain whether an extraordinary circumstance applies to the proposed action, the responsible FAA official shall consult with appropriate offices for guidance.

Record of Decision (ROD)

A ROD (40 CFR 1505.2) is concise public record of decision, which may be integrated into any other record prepared by the agency. The ROD states what the decision is, identifies all alternatives considered in reaching the agency's decision, and specifies which were environmentally preferable. The ROD discusses all other relevant factors considered, including any essential considerations of national policy, economic and technical considerations, and the agency's statutory mission. The ROD states whether all practicable means to avoid or minimize environmental harm from the selected alternative have been adopted, and if not, why not. (See FAA Order 1050.1E, paragraph 500a).

Required Navigation Performance (RNP)

is a statement of the navigation performance necessary for operation within a defined airspace. On board monitoring and alerting is required. See RTCA DO-236B, Minimum Aviation System Performance Standards: Required Navigation Performance for Area Navigation.

Third Party

A non-governmental individual or organization who develops or intends to develop RNP AR IFPs.

8.0 Resources

8.1 Internet Resources

CEQ Final Guidance for Federal Departments and Agencies on Establishing, Applying, and Revising Categorical Exclusions Under the National Environmental Policy Act. (December 6, 2010). Retrieved from <http://www.gpo.gov/fdsys/pkg/FR-2010-12-06/pdf/2010-30017.pdf>

For more information regarding legal citation and links to environmental laws, references can be found in FAA Order 1050.1E, par. 304:

1050.1E - Policies and Procedures for Considering Environmental Impacts. Retrieved from http://www.faa.gov/regulations_policies/orders_notices/index.cfm/go/document.current/documentNumber/1050.1

For more information regarding the National Historic Preservation Act (including implementing regulations), Section 4(f), and the Endangered Species Act, etc., references can be found in Appendix A of FAA Order 5050.4B:

Order 5050.4B - National Environmental Policy Act (NEPA) Implementing Instructions for Airport Projects. Retrieved from http://www.faa.gov/airports/resources/publications/orders/environmental_5050_4/media/5050-4B_complete.pdf

NEPA Assist – useful tool to help proponents quickly ascertain environmental facts about a given area

<http://www.epa.gov/compliance/nepa/nepassist-mapping.html>.

8.2 Statutes, Regulations, Policies, and Guidance:

- National Environmental Policy Act (NEPA)
- 49 U.S.C 40103, Sovereignty and Use of Airspace
- 40 CFR parts 1500-1508, CEQ Regulations Implementing NEPA
- CEQ Memo: 40 Most Asked Questions Concerning CEQ's Regulations Implementing NEPA
- DOT Order 5610.1, Procedures for Considering Environmental Impacts
- FAA Order 1050.1, Environmental Impacts: Policies and Procedures
- FAA Order 7400.2, Procedures for Handling Airspace Matters (particularly Chapter 32)
- FAA Order 7400.8, Special Use Airspace
- Airspace Management Handbook, Version 2.1, May 2004 (see App. A and B)
- Federal Register, Vol. 65, No. 235, Wednesday, December 6, 2000, Notices, p. 76339, "Air Traffic Noise Screen."
- FAA (ATA-1) Memorandum dated January 17, 2001. "Change in Air Traffic Noise Screen Policy."
- FAA (ATA-300) Memorandum dated September 15, 2003, "Altitude Cut-Off for National Airspace Redesign (NAR) Environmental Analyses."
- FAA Advisory Circular 91-36D, September 17, 2004, "Visual Flight Rules (VFR) Flight Near Noise Sensitive Areas"

- Federal Register, Vol. 72, No. 145, Monday, July 30, 2007, Notices, pp. 41565-41580, “Federal Presumed To Conform (PTC) Actions Under General Conformity” (see Section III.14, page 41578)
- Federal Aviation Administration. December 8, 2009, AJR-34 Memorandum, “Guidance Regarding the Number of Procedures for Noise Screening.”
- Federal Aviation Administration. December 15, 2010, AJV-1 Memorandum, “Guidance for Conducting Environmental Review of Proposed Performance Based Navigation (PBN) Flight Procedures.”
- Federal Aviation Administration. December 20, 2010, AEE-400 Memorandum, FAA Order 1050.1E, Change 1, Guidance memo #1, “Clarification of CATEXs 311g and 311i for Procedural Actions.”
- Federal Aviation Administration. January 10, 2011, AEE-400 Memorandum, FAA Order 1050.1E, Change 1, Guidance Memo #2, “Guidance on Preparing Focused, Concise and Timely Environmental Assessments.”
- Federal Aviation Administration. June 27, 2007. APP-1 Memorandum, “New Airport Guidance for Park-Related Supplemental Noise Studies.”
- Federal Interagency Committee on Noise (FICON) Report
- 14 CFR part 150, Airport Noise Compatibility Planning
- FAA Order 5050.4, National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions
- Environmental User Reference for Airport Actions

9.0 Acronyms

AeroNav	Aeronautical Navigation Products
AFS	Flight Standard Service
AGL	Above Ground Level
AR	Authorization Required
ATNS	Air Traffic Noise Screening
ATO	Air Traffic Organization
AVN	Aviation Standards National Field Office
CATEX	Categorical Exclusion
EA	Environmental Assessment
ES	Environmental Specialist
EIS	Environmental Impact Statement
FPT	Flight Procedures Team
FONSI	Finding of No Significant Impact
HELO	Helicopter
IFP	Instrument Flight Procedure
NEPA	National Environmental Policy Act
NextGen	Next Generation Air Transportation System
OSG	Operations Support Group
PTS	Procedure Tracking System
RFO	Responsible Federal Official
RNAV	Area Navigation
RNP	Required Navigation Performance
ROD	Record of Decision