

Standard Operating Procedures (SOP) for CATEX Determinations

Presented by:

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**Federal Aviation
Administration**





Standard Operating Procedure (SOP)

What is an SOP?

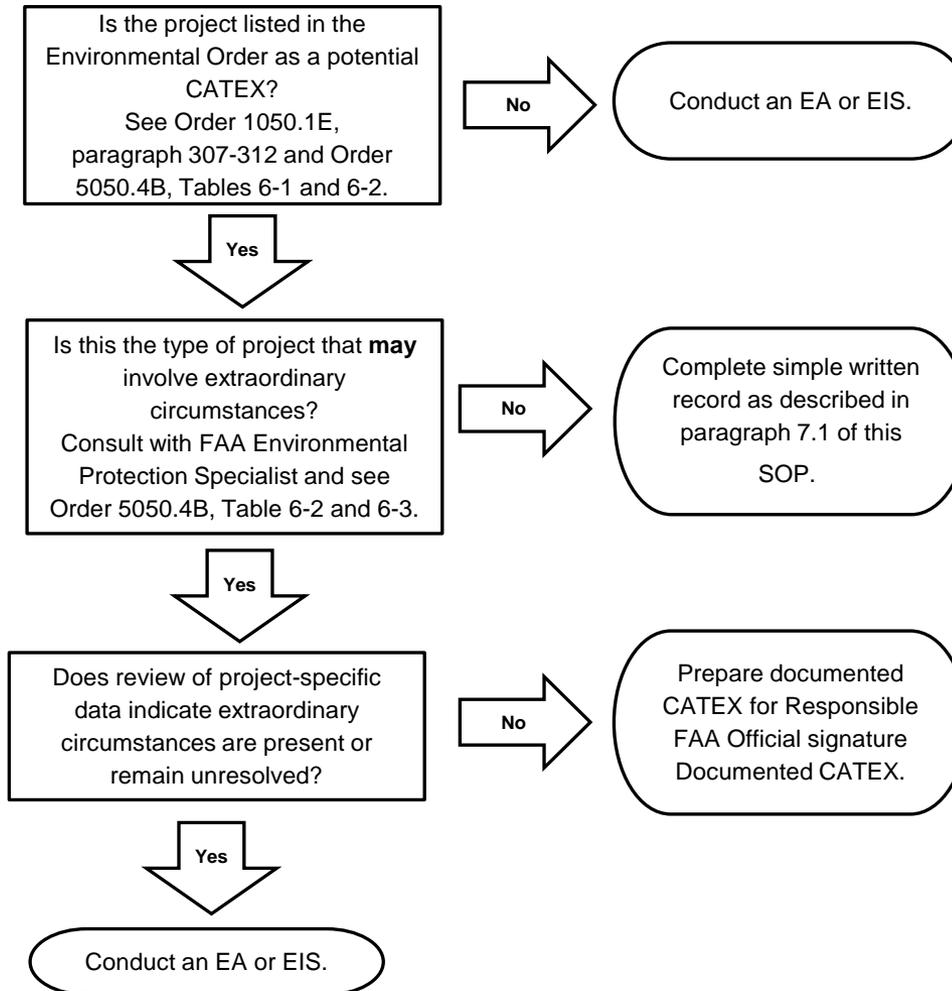
- A set of written instructions, following existing guidance, that detail necessary processes and procedures that assure consistent application of agency policy.

What a SOP is not!

- SOPs do not establish new regulation or policy



Process Flowchart:



SOP FORMAT

Purpose & Scope

NEPA overview, 3 levels of review (CE, EA, EIS)

Applicable Regulations, Policy, and Guidance

Roles & Responsibilities

Sponsor, Consultants, FAA (**responsible FAA official**)

Requirements and Objectives

1. CATEX listed in the Order(s)
2. Extraordinary Circumstances (special purpose laws)



Format, continued

Implementation

1. Simple Written Record

- ✓ Meets the definition of CATEXs listed in 1050.1f par. 5-6.1 – 5-6.6
- ✓ Clearly does not involve extraordinary circumstances
 - Includes (but is not limited to) the projects listed in 5050.4B, Table 6-1

or

2. Documented CATEX (Appendix A)



Appendix A instructions

- **For projects that don't qualify for a CATEX Short form, Airport Sponsors should use Appendix A for Documented CATEXs**
 - Review affected environmental resources
 - Review the requirements of applicable special purpose laws
 - Consult with FAA Environmental Protection Specialist about the type of information needed
- **Documented CATEX form (Appendix A) and supporting documentation should be provided to FAA**
- **It is the Airport Sponsor's responsibility to ensure that all the information is accurate and complete**
 - Airport Sponsor Certifies Documented CATEXs



Identify the Airport/Project/CATEX

Name of Airport, LOC ID, and location

[Click here to enter text.](#)

Project Title

[Click here to enter text.](#)

Provide a brief, but complete description of the proposed project, including all project components, justification, estimated start date, and duration of the project. Include connected actions necessary to implement the proposed project (including but not limited to moving NAVAIDs, changing flight procedures, and designating or developing haul routes, new material or expanded material sources, staging or disposal areas). Attach a sketch or plan of the proposed project. Photos can also be helpful.

[Click here to enter text.](#)

Provide a brief, but complete, description of the proposed project area. Include any unique or natural features within or surrounding the airport property.

[Click here to enter text.](#)

Identify the appropriate CATEX paragraph(s) from Order 1050.1E (paragraph 307-312) or 5050.4B (tables 6-1 and 6-2) that apply to the project. Describe if the project differs in any way from the specific language of the CATEX or examples given as described in the Order.

[Click here to enter text.](#)



Review Extraordinary Circumstances

- **National Historic Preservation Act (NHPA) resources**
- **Department of Transportation Act Section 4(f) and 6(f) resources**
- **Natural, Ecological or Scenic Resources**
- **Disruption of an Established Community**
- **Surface Transportation**
- **Noise**
- **Air Quality**
- **Water Quality**
- **Highly Controversial on Environmental Grounds**
- **Inconsistent with Federal, State, Tribal or Local Law**
- **Lighting, Visual, Hazardous Materials, Construction Impacts**
- **Wetland impacts**



Example of Detailed Questions

304a. National Historic Preservation Act (NHPA) resources

Projects that have the potential to cause effects on historic properties require a Section 106 finding in order to meet the requirements of the NHPA regardless of the type of NEPA document being completed. Check with your local Airports Division/District Office to determine if a Section 106 finding is required. Consultation with the State Historic Preservation Officer/Tribal Historic Preservation Officer (SHPO/THPO) may be required, and should be conducted through the FAA.

YES NO

<p>Are there historic/cultural resources listed (or eligible for listing) on the National Register of Historic Places located in the Area of Potential Effect? If yes, provide a record of the historic and/or cultural resources located therein.</p> <p>Click here to enter text if necessary</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Does the project have the potential to cause effects? If yes, describe the nature and extent of the effects.</p> <p>Click here to enter text if necessary</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Is the project area previously undisturbed? If yes, provide more information</p> <p>Click here to enter text if necessary</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will the project impact tribal land or land of interest to tribes? If yes, describe the nature and extent of the effects and provide information on the tribe affected. Consultation with their THPO may be required.</p> <p>Click here to enter text if necessary</p>	<input type="checkbox"/>	<input type="checkbox"/>



Other useful information to be gathered in the Documented CATEX Form

Public Involvement

Indirect/Secondary/Induced Impacts

Permits

Environmental Commitments

Agency Coordination



Signatures

Preparer Information

Point of Contact	Click here to enter text.				
Address	Click here to enter text.				
City	Click here to enter text.	State	Click here to enter text.	Zip Code	Click here to enter text.
Phone	Click here to enter text.		Email Address	Click here to enter text.	

Signature _____

Date _____

Note: The Sponsor information requirements are slightly different:

Airport Sponsor Information and **Certification (may not be delegated to consultant)**



Signatures, continued

Airport Sponsor Information and Certification

(may not be delegated to consultant)

Provide contact information for the designated sponsor point of contact and any other individuals requiring notification of the FAA decision.

Point of Contact: Click here to enter text.

Address: Click here to enter text.

City: Click here to enter text.

State: Click here to enter text. **ZIP code:** Click here to enter text.

Phone Number: Click here to enter text.

Email Address: Click here to enter text.

Additional Name(s): Click here to enter text.

Additional Email Address(es): Click here to enter text.

I certify that the information I have provided above is, to the best of my knowledge, correct. I also recognize and agree that no construction activity, including but not limited to site preparation, demolition, or land disturbance, shall proceed for the above proposed project(s) until FAA issues a final environmental decision for the proposed project(s) and until compliance with all other applicable FAA approval actions (e.g., ALP approval, airspace approval, grant approval) has occurred.

Signature: _____

Date: _____

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FAA Decision

Having reviewed the above information, certified by the responsible airport official, it is the FAA's decision that the proposed project (s) or development warrants environmental processing as indicated below.

_____ No further NEPA review required. Project is categorically excluded per _____
(cite applicable 10501.E CATEX that applies)

_____ An Environmental Assessment (EA) is required.

_____ An Environmental Impact Statement (EIS) is required.

_____ The following additional documentation is necessary for FAA to perform a complete environmental evaluation of the proposed project.

[Click here to enter text if necessary](#)

Name: _____
Responsible FAA Official

Title _____

Signature _____

Date _____



Questions?



**Federal Aviation
Administration**