FAA
Airports

ARP SOP 8.00

Effective Date:
1/1/2016

Standard Operating Procedure (SOP)

Runway Safety Area Determination

A. PURPOSE

This Standard Operating Procedure (SOP) establishes uniform procedures for creating Runway Safety Area Determination documentation for the Office of Airports (ARP) in a manner compliant with applicable ARP orders.

It also helps Federal Aviation Administration (FAA) personnel decide when to assess or reassess the Runway Safety Area (RSA), identify appropriate policy to reference, and capture the assessment in a Runway Safety Area Determination (RSAD).

B. SCOPE

This SOP applies to RSADs and supporting documentation for all airports certificated under 14 Code of Federal Regulations (CFR), Part 139, *Certification of Airports,* and for all other federally obligated airports.

C. CANCELLATION

This SOP does not cancel a previous version.

D. APPLICABLE REGULATIONS, POLICY, AND GUIDANCE

Requirements identified within this SOP originate in various FAA publications, including regulations, orders, and advisory circulars. If a more recent version of a listed document exists, use the current version.

1. Order 5200.8, *Runway Safety Area Program*
2. Order 5200.9, *Financial Feasibility and Equivalency of Runway Safety Area Improvements and Engineered Material Arresting Systems*
3. Order 5100.38, *Airport Improvement Program Handbook*
4. Order 5300.1, *Modification to Agency Airport Design, Construction and Equipment Standards*

5. 14 CFR Part 139.309, *Safety Areas*
6. Advisory Circular 150/5300-13, *Airport Design*
7. Advisory Circular 150/5220-22, *Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns*

E. RSAD REQUIREMENTS AND OBJECTIVES

RSA documentation should provide accurate and complete information to support the decision making for RSADs. This SOP will ensure the consistent application of triggering criteria, process, document content, and document format by all ARP personnel in compliance with FAA Orders 5200.8 and 5200.9.

F. IMPLEMENTATION

Previously approved RSADs do not need to comply with this SOP unless—

1. The RSA is changed or
2. The planned improvement of an RSA is altered or revised.

G. DISTRIBUTION

This SOP is distributed to all ARP offices and all interested parties. The SOP will be available electronically on the Airports section of the FAA website.

H. CHANGE TABLE

Date of Change	SOP Version	Page Changed	Reason for Change

Michael J. O'Donnell
Director, Office of Airport Safety and Standards

8/19/15
Date

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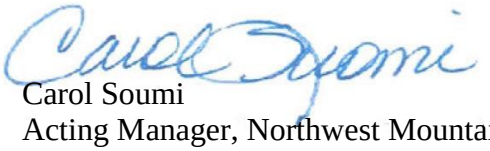

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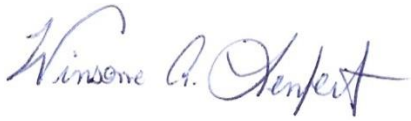

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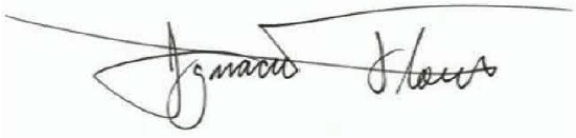

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Appendix B. RSA Determination Form **B-1**

1. INTRODUCTION

This SOP identifies procedures for writing or amending Runway Safety Area Determinations (RSADs) and supporting documents, as required by FAA Order 5200.8, *Runway Safety Area Program*, and FAA Order 5200.9, *Financial Feasibility and Equivalency of Runway Safety Area Improvments and Engineered Materials Arresting Systems*. Staff should use Order 5200.8, Order 5200.9, and this SOP as references when reviewing existing or proposed RSADs and when conducting supporting studies for all federally obligated airports, including airports in block grant states. Appendix 2 of Order 5200.8 includes more information about what kind of supporting documentation is needed for RSADs.

Modifications to Standards do not apply to RSAs per Order 5300.1, *Modifications to Agency Airport Design, Construction and Equipment Standards*, and Advisory Circular 150/5300-13, *Airport Design*. Substandard RSAs are described in the Runway Safety Area Determination.

All airports certificated under 14 Code of Federal Regulations Part 139 (certificated airports) must comply with Public Law 109-115, which mandates that all practicable RSA improvements be completed by December 31, 2015.

As stipulated in a joint memorandum between ARP and the Air Traffic Organization (ATO), dated July 31, 2012, all non-standard Navigational Aids (NAVAIDs) at priority airports identified in the 2009 Office of Inspector General report must be removed by 2015 and at remaining certificated airports by December 31, 2018.

2. TRIGGERING ACTIONS THAT MAY REQUIRE NEW OR UPDATED RSADS

Staff at Regional Offices (ROs) and Airport District Offices (ADOs), hereafter referred to "ARP staff," will review existing RSADs and consider whether they need to be updated anytime the RSA dimensions and/or other conditions change. Such circumstances might include:

1. Runway construction
2. Runway modification or reconstruction
3. Runway extension
4. Runway threshold relocation
5. Master Plan update or other Airport Layout Plan (ALP) revision affecting land available for RSAs
6. Change to an ALP that effects the RSA
7. Congressional mandate of December 31, 2015
8. Implemention/change of Declared Distances
9. Completed RSA project
10. Events that provide an opportunity to further expand the RSA (i.e. removal of roads, mitigation of wetlands, etc.)
11. Issuance of a new Airport Operating Certificate under 14 CFR Part 139

Note: The items listed above do not comprise a comprehensive list of triggering actions. Specialists who encounter items other than those listed above will need to use their best judgement when deciding if it is appropriate to review an RSAD.

3. FINANCIAL FEASIBILITY OF ENGINEERED MATERIAL ARRESTING SYSTEMS AND OTHER RSA IMPROVEMENTS

Order 5200.9 addresses the financial feasibility of Engineered Material Arresting Systems (EMAS) installations and other RSA improvement alternatives. The order does not apply to all runways exclusively serving aircraft with a maximum takeoff weight of less than 25,000 pounds. Staff should apply Order 5200.9 according to the guidelines in Paragraph 4, "Application," of the order.

4. RUNWAY SAFETY AREA DETERMINATION CATEGORIES

Paragraph 8.b. of Order 5200.8 identifies four categories of RSADs:

1. The existing RSA meets the current standards contained in AC 150/5300-13.
2. The existing RSA does not meet standards, but it is practicable to improve the RSA so that it will meet current standards.
3. The existing RSA can be improved to enhance safety, but the RSA will still not meet current standards.
4. The existing RSA does not meet current standards, and it is not practicable to improve the RSA.

The level and complexity of supporting documentation will vary, depending on the category of the RSAD. RSADs involving RSAs that will not meet standards must thoroughly address suitable factors and all RSA improvement alternatives listed in Order 5200.8, Appendix 2. These more complex RSADs will usually include an RSA study discussing multiple complex issues and/or options for RSA improvement to gain the maximum RSA practicable.

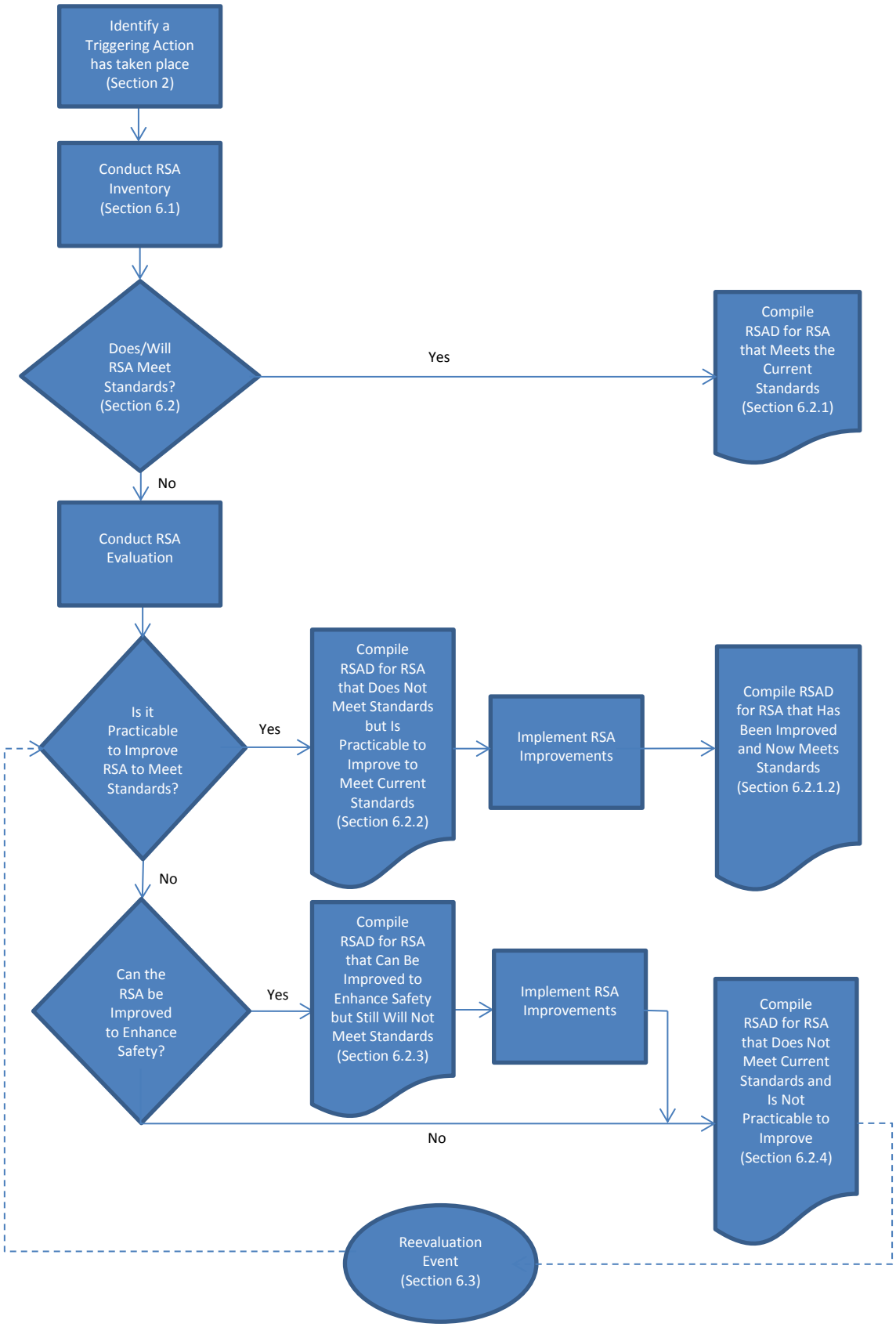
Regardless of the category of the RSAD, the RSAD documentation should reference correspondence from the Airport Sponsor or certificate holder demonstrating the airport's involvement and support of the RSAD and any resulting RSA improvement projects.

RSAD documents are discussed below. ARP staff must follow the format in Appendix A of this SOP for Runway Safety Area Inventories for Non-Certificated Airports (airports that are not certificated under 14 CFR Part 139). RSADs for all federally obligated airports identified as category two, three, and four, listed above, must follow the format in Appendix B of this SOP.

5. RSAD PROCESS FLOWCHART

The RSAD Process Flowchart, see Figure 1, identifies appropriate action(s) and type of documentation necessary to support the existing or expected RSAD.

Figure 1. RSAD Process Flowchart



6. RSAD PROCESS

6.1. Collect Runway Safety Area Data

ARP staff record RSA data in the appropriate Runway Safety Area Inventory as follows:

1. For airports or runways certificated under 14 CFR Part 139—
    a. The Runway Safety Area Inventory (RSAI) is an electronic database modeled after the Runway and Object Forms in Appendix 1 of Order 5200.8.The RSAI is used by all regions to record RSA information for all airports certificated under 14 CFR Part 139. All runways utilized by air-carrier aircraft, and listed in the airport's Airport Certification Manual (ACM), should already be in the RSAI. Update RSA data in the RSAI database whenever new data is collected or when a runway or an airport becomes certificated.
    b. Collect and record RSA data while preparing an RSAD when any of the triggering actions identified in Section 2, *Triggering Actions*, of this SOP occur, and when you find a need for an RSAD update. Place the completed RSAD into the Airports Geographic Information System (Airports GIS) to maintain records.
2. For federally obligated, non-certificated airports—

    RSA data may be obtained from multiple sources, including data provided in the ALP, by the Airport Sponsor, by the State Inspector, by an FAA ADO inspection, or by an Airport Certification Safety Inspector inspection.

    a. Record RSA data using the Runway Safety Area Inventory for non-certificated airports, using the form in Appendix A of this SOP.
    b. Collect and record RSA data while preparing an RSAD when any of the triggering actions identified in Section 2, *Triggering Actions*, occur and when you find a need for an RSAD update. Place the completed RSAD into the Airports GIS to maintain records.

6.2. Determine if RSA Meets Standards in AC 150/5300-13, *Airport Design*

6.2.1. The Existing RSA Meets the Current Standards Contained in AC 150/5300-13

An RSA falling into this category meets standards contained in AC 150/5300-13, *Airport Design*, without change or improvement (see AC 150/5300-13, Paragraph 307). An RSAD of this type requires general information only, as identified in Appendix 2 of Order 5200.8. The RSAD does not need to include information about evaluating and considering RSA improvement alternatives or the decision-making process.

6.2.1.1. Compile RSADs for existing RSAs that meet the current standards contained in AC 150/5300-13

The Runway and Object Forms serve as the RSAD for runways that were built to meet standards. ARP staff prepare the RSAD as follows:

1. For—
    a. Airports certificated under 14 CFR Part 139, print and attach the Runway and Object Forms from the RSAI database.

    Note: This step applies to RSADs for runways being added to the RSAI. Existing RSADs, regardless of format, written prior to the effective date of this SOP, do not require update.

    b. Federally obligated, non-certificated airports, complete Appendix A of this SOP.
2. Ensure all supporting documentation is available at the appropriate FAA Airports office and is uploaded into Airports GIS.
3. Have the RSAD signed as appropriate by the Regional Airports Division Manager (see Section 7 of this SOP).

6.2.1.2. Compile RSADs for RSAs that have been improved and now meet standards

This type of determination involves RSAs for which all improvements have been completed, bringing them into compliance with standards. ARP staff prepare this type of RSAD as follows:

1. Use the template in Appendix B of this SOP and—
    a. Complete items 1 through 10 and 12 as appropriate.
    b. Describe completed improvements in item 14.
2. Finalize the RSAD by—
    a. Updating the RSAI database for Part 139 airports or runways or completing the RSA Inventory documents (Appendix A, Part 1, of this SOP) for non-certificated airports.
    b. Attaching the RSAI Runway and Object Forms or RSA Inventory documents (Part 1 only) to the RSAD.
    c. Obtaining the appropriate signatures as discussed in Section 7.
    d. Filing the completed RSAD and all supporting documentation identified in item 13 of Appendix B of this SOP, including an RSA Study, at the appropriate FAA Airports office. See Section 4 of this SOP for additional information regarding RSA studies.
    e. Placing completed RSAD and database attachment into Airports GIS.

6.2.2. The Existing RSA Does Not Meet Standards but It Is Practicable to Improve the RSA to Meet Current Standards

RSAs of this type require a construction project or other improvement action to ensure an RSA will meet standards after completion. The RSAD should contain information as directed by Order 5200.8, Appendix 2, including Paragraph 2, “Considerations in Evaluating Alternatives,”

and Paragraph 3, "Alternatives to Be Considered," as appropriate. The RSAD includes analysis of all RSA improvement alternatives and identifies the option(s) selected by the airport and the FAA for improving the RSA to meet standards.

If you use an RSA Study to determine the appropriate RSA improvement alternative, you must include the study in the RSAD documentation. Make specific reference in the RSAD to appropriate pages/paragraphs in the RSA Study to identify the basis for RSA improvement evaluations and decisions.

The ARP specialist should review as-built plans provided by the airport (required by Order 5100.38) at RSA project completion to verify accurate RSA dimensions, the location of objects within the RSA, justification of objects remaining in the RSA, and completion of all improvements.

6.2.2.1. Compile RSADs for RSAs when the existing RSA does not meet standards but it is practicable to improve the RSA so that it will meet current standards

1. Prepare an RSAD using the template in Appendix B of this SOP, addressing all RSA improvement alternatives identified in Order 5200.8, Appendix 2.
2. Identify RSA improvement alternatives that could be used to resolve deficiencies. (See Order 5200.8, Appendix 2.)
3. Identify the preferred RSA improvement alternative(s) for improving RSA deficiencies. Use FAA Order 5200.9 to help identify feasibility of RSA improvement alternatives.
4. Finalize the RSAD by—
    a. Updating the RSAI database or completing the RSA Inventory documents (Appendix A of this SOP) for non-certificated airports.
    b. Attaching the RSAI Runway and Object Forms or RSA Inventory documents (Appendix A of this SOP) to the RSAD.
    c. Obtaining the appropriate signatures as discussed in Section 7.
    d. Filing the completed RSAD and all supporting documentation, including RSA Study, at the appropriate Office of Airports .
5. When all improvements are complete and the RSA meets standards,
    a. Complete a revised RSAD, following the steps in Section 6.2.1.2 of this SOP.
    b. Review as-built plans provided by the airport (required by Order 5100.38) at RSA project completion to verify accurate RSA dimensions, location of objects within the RSA, and completion of all RSA improvements.
    c. Place completed RSAD and database attachment into Airports GIS.

6.2.3. The Existing RSA Can Be Improved to Enhance Safety but the RSA Will Still Not Meet Current Standards

Use this type of RSAD if safety can be improved but the RSA will not meet standards even after all improvements are completed. It is imperative that you explore each RSA improvement alternative thoroughly and explain the logic behind each evaluation in the RSAD or supporting

documentation. If you used an RSA Study to determine the appropriate RSA improvement alternative, you must include the study in the RSAD documentation. Keep in mind—

1. RSA deficiencies may involve complex operational and environmental issues, requiring several solutions to the RSA improvement plan.
2. Differing RSA improvement alternatives will likely achieve varying levels of improvement to the RSA. You will need to carefully scrutinize each available RSA improvement alternative to determine which option(s) will best resolve RSA deficiencies and determine the practicability of obtaining an RSA that meets the current standard. You will need to review the Airport Sponsor's documentation and recommendation(s) for improving the RSA and resolving potential conflict between inventory data among resources.
3. You will need to identify the preferred RSA improvement alternative(s) identified by the Airport Sponsor for improving RSA deficiencies. FAA Order 5200.9 should be used to help identify preferred RSA improvement alternatives and with vetting any potential conflict between sponsor and FAA preferred alternatives.
4. The ARP specialist should review as-built plans provided by the airport (as required by Order 5100.38) at RSA project completion to verify accurate RSA dimensions, the location of objects within the RSA, and completion of all improvements.

6.2.3.1. Compile RSADs for RSAs that can be improved to enhance safety but the RSA will still not meet standards

ARP staff prepare the RSAD as follows:

1. Prepare an RSAD using the template in Appendix B of this SOP, addressing all RSA improvement alternatives identified in Order 5200.8, Appendix 2. Attach the appropriate RSA Inventory documentation to the RSAD.
2. Identify RSA improvement alternatives that can be used to resolve deficiencies and determine the practicability of obtaining an RSA that provides the maximum RSA possible. Use Order 5200.8, Appendix 2, to determine RSA improvement alternatives.
3. Identify the preferred RSA improvement alternative(s) for improving RSA deficiencies that may be corrected. Use Order 5200.9 to help identify feasibility of RSA improvement alternatives.
4. Finalize the RSAD by—
    a. Updating the RSAI database or completing the RSA Inventory documents (Appendix A of this SOP) for non-certificated airports.
    b. Attaching the RSAI Runway and Object Forms or RSA Inventory documents (Appendix A of this SOP) to the RSAD.
    c. Obtaining the appropriate signatures as discussed in Section 7.
    d. Filing the completed RSAD and all supporting documentation, including RSA Study, at the appropriate FAA Airports office (place into Airports GIS).

5. When all improvements are complete,
    a. Compile a revised RSAD, following all steps in Section 6.2.4.2 of this SOP (place into Airports GIS).
    b. Review as-built plans provided by the airport (required by Order 5100.38) at RSA project completion to verify accurate RSA dimensions, location of objects within the RSA, and completion of all RSA improvements.

6.2.4. The Existing RSA Does Not Meet Current Standards and It Is Not Practicable to Improve RSA

This type of RSAD involves an RSA that cannot be improved and does not meet current design standards contained in AC 150/5300-13. As with the previous type of RSAD, this determination must include strong supporting documentation to address issues contained in Appendix 2 of Order 5200.8. The RSAD must also address financial and environmental feasibility issues contained in Order 5200.9, adequately describing RSA improvement alternatives that were considered and explaining the research and decision making that went into the determination. If you used an RSA Study provided by the Airport Sponsor to determine that no improvement option is practicable, you must attach it to the RSAD.

6.2.4.1. Compile RSADs for RSAs that do not meet standards and cannot be improved to meet standards

ARP staff prepare the RSAD as follows:

1. Identify RSA improvement alternatives that could be used to resolve RSA deficiencies. (See Order 5200.8, Appendix 2.)
2. Confirm there are no practicable RSA improvement alternatives for improving RSA deficiencies. Use FAA Order 5200.9 to confirm all RSA improvement alternatives are infeasible.
3. Finalize the RSAD by—
    a. Updating the RSAI database or completing the RSA Inventory documents (Appendix A of this SOP) for non-certificated airports.
    b. Attaching the RSAI Runway and Object Forms or RSA Inventory documents (Part 1 only of Appendix A of this SOP) to the RSAD.
    c. Obtaining the appropriate signatures as discussed in Section 7.
    d. Filing the completed RSAD and all supporting documentation, including RSA Study, at the appropriate FAA Airports office (place into Airports GIS).

6.2.4.2. Compile RSADs for Non-Standard RSAs when all improvements have been completed

This type of determination involves RSAs for which all improvements have been completed, but the RSA still does not meet standards. ARP staff prepare this type of RSAD as follows:

1. Prepare an RSAD using the template in Appendix B of this SOP.
    a. Complete items 1 through 10 and 13 as appropriate.

b. In item 14,

i. Describe completed improvements.

ii. Describe unresolved non-standard conditions.

2. Finalize the RSAD by—

a. Updating the RSAI database or completing the RSA Inventory documents (Appendix A of this SOP) for non-certificated airports.

b. Attaching the RSAI Runway and Object Forms or RSA Inventory documents (Part 1 only) to the RSAD.

c. Obtaining the appropriate signatures as discussed in Section 7.

d. Filing the completed RSAD and all supporting documentation, including RSA Study, at the appropriate FAA Airports office.

6.3. Reevaluation Event

The airport owner and the FAA must continually analyze a nonstandard RSA for operational, environmental, and technological changes and revise the RSAD as suitable. Certain events may directly alter the RSA or may provide opportunities for further RSA improvement. If triggering events identified in Section 2, *Triggering Actions*, of this SOP occur at the airport, you must reinitiate the RSAD process.

When a new RSAD is written to accommodate changes to an RSA, old RSADs should be retained on file to provide a history of the RSA and previous actions/improvements to the RSA.

7. SIGNATORY AUTHORITY

The Regional Airports Division Manager ensures the Runway Safety Area Program is implemented in accordance with Order 5200.8. The order requires the Division Manager to approve all RSADs within the Division's area of responsibility, including block grant states, once they are signed by the ADO or Branch Manager. The Division Manager may delegate RSAD approval authority to the appropriate ADO or Branch Manager for RSAs that will ultimately meet standards.

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APPENDIX A. RUNWAY SAFETY AREA INVENTORY FOR NON-CERTIFICATED AIRPORTS

Part 1. Runway Safety Area Data Sheet

Locid: **Airport:**

Region: Choose a region **City/State:**

ADO: None

Runway: / **Runway Approach Ends:**

Length: **Actual RSA Length:**

Width: **Actual RSA Width:**

CRITICAL AIRCRAFT:

Approach Category: Choose a category.

Design Group: Choose a DG.

Visibility Minimums: Choose a minimum.

STANDARD RUNWAY SAFETY AREA:

Length:

Width:

	Yes	No
RSA Grade Meets Standards ?	☐	☐
Dimensions Uniform?	☐	☐
RSA Determination		
Currently Meets Standards	☐	☐
Practicable to Meet Standards	☐	☐
Can be Improved But will Not Meet Standards	☐	☐
Not Practicable to Improve	☐	☐
Improvements		
RSA Construction/Expansion:	☐	☐
Runway Realignment or Relocations:	☐	☐
Shift Runway:	☐	☐
Declared Distances:	☐	☐
EMAS:	☐	☐
Other:	☐	☐

Object Identification			Object Location				Object Status							Notes
No.	Type	Name*	Rwy End	Rwy End Dist	L/R	L/R Dist	Fixed by Function	Can Be Relocated	Frangible	Frangible to 3 in.	As Practicable	High Mass	Owner	
1	Choose a type.	Choose ENAVAID name or -- Choose VNAVAID name or -- Choose NATURAL name or -- Choose SITE name or -- Choose OTHER name or --			Choose an item.							Choose an item.	Choose an owner.	
2	Choose a type.	Choose ENAVAID name or -- Choose VNAVAID name or -- Choose NATURAL name or -- Choose SITE name or -- Choose OTHER name or --			Choose an item.							Choose an item.	Choose an owner.	
3	Choose a type.	Choose ENAVAID name or -- Choose VNAVAID name or -- Choose NATURAL name or -- Choose SITE name or -- Choose OTHER name or --			Choose an item.							Choose an item.	Choose an owner.	

* Based on Type of object selected, choose the appropriate object name. Delete all other object names from the cell.

NOTE: Refer to AC 150/5300-13 (current edition) *Airport Design*, for object fixed by function criteria.

Definitions:

1. ENAVAID: A Navigational Aid emitting an electronic signal that either (1) is received by special equipment located on the aircraft, or (2) provides information about the location of the aircraft for ATC purposes.
2. VNAVAID: A Navigational Aid consisting of a light source that is perceived and interpreted by the pilot.

Part 2. RSA Determination

Comments:

Click here to enter text.

_____ _____

[Name] Date
[Title]

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APPENDIX B. RSA DETERMINATION FORM

1. **LOCID:** Click here to enter text. **City/State:** Click here to enter text.
2. **Airport Name:** Click here to enter text.
3. **Runway:** Click here to enter text.
4. **DETERMINATION:**

   ☐ RSA Meets Standards

   ☐ The Existing RSA Does not meet standards but it is practicable to improve the RSA so that it will meet current standards.

   ☐ The existing RSA can be improved to enhance safety, but the RSA will still not meet current standards.

   ☐ The existing RSA does not meet current standards, and it is not practicable to improve the RSA.

5. ☐ **RSA Determination Replaces Previous Determination:** Click here to enter text.
   (Date of previous determination)
6. **Part 139 Airport:** ☐ OR **RSAI Attached (Non-Part 139 Airport):** ☐
7. **Visibility Minimums (check one):** ☐ >= ¾ NM ☐ < ¾ NM _____ Runway End
   ☐ >= ¾ NM ☐ < ¾ NM _____ Runway End
8. **Aircraft Approach Category/Airplane Design Group:** Select one.
9. **RSA Standard (AC 150/5300-13):** Click here to enter text. Click here to enter text.
   Length Width
10. ***Existing*** **RSA Dimensions measured from runway end, stopway end, or end of Landing Distance Available (LDA) or Accelerate Stop Distance Available (ASDA) if declared distances published in the Airport Facility Directory:**

Runway Apch End	**Length** (existing)	**Width** (existing)	**Dimensions Uniform?**

11. **Selected Improvement Alternatives:**

a. All improvements complete (skip to item 14): ☐

b. Runway Length/Position Alternatives:

Rwy Apch End	Relocate	Shift	Realign	Shorten	Declared Distances	Other (specify)

Relocate = Move entire runway to new position
Shift = Move or slide existing runway along its longitudinal axis
Realign: Rotate runway axis

Declared Distances (if applicable)

Runway Apch End	TORA	TODA	LDA	ASDA

c. Expand/Grade RSA surface:

Runway Apch End	Acquire Land to Increase Size	Grade Surface	Install Standard EMAS (Full Dimension RSA)	Non-Standard EMAS (Non-Standard RSA)

12. **Object Removal:**

Runway Apch End	Relocate Road/Highway	Relocate Utilities	Relocate Fencing	Other (specify)

NOTE: NAVAIDS are tracked in the RSAI database, or RSA Inventory, and addressed through a separate process. FAA-ATO Tech Ops issues an RSAI Project Compliance Notice when a non-standard, FAA-owned NAVAID is removed or retrofitted within an RSA. Completed ATO Technical Operations RSAI Project Compliance Notices must be attached to the RSAD.

13. **Supporting Documentation/Rationale:** This determination is based on the best, current available information. If information becomes available at a later date that can effect changes or revisions to this determination, the determination will be revised.

    The following documentation supports this determination:

Attached	Supports RSAD	Type of Documentation
☐	☐	Runway Safety Area Inventory
☐	☐	Airport Master Record or Airport Facility Directory
☐	☐	Approved Airport Layout Plan Click here to enter text. (Date)
☐	☐	On-site verification by sponsor, State, ADO or Certification Inspector
☐	☐	NOAA/NGS Obstruction Chart
☐	☐	As-Built Construction Plans Click here to enter text. (Date)
☐	☐	Approved Airport Certification Manual
☐	☐	Financial Feasibility and Equivalency of Runway Safety Area Improvements and Engineered Material Arresting Systems Study (Order 5200.9)
☐	☐	Correspondence from Airport
☐	☐	Other (Specify) Click here to enter text.

14. **Narrative Documentation/Comments (summary of preferred RSA improvement alternative(s), summary of completed improvements, documentation of deviation from selected RSA improvement alternative, documentation of unusual circumstances etc.)**

Click here to enter text.

(Attach additional sheets if necessary):

15. **Signatures:**

_____ _____
[Name] Date
Title of ADO or Branch Manager

_____ _____
[Name] Date
[Region] Airports Division Manager

[Remove this note. If signature authority has been delegated, remove signature block for Regional Division Manager.]