



U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

NOTICE
N 8260.62

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Cancellation Date:
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**SUBJ: ORGANIZATIONAL AUTHORITY AND RESPONSIBILITIES FOR THE INSTRUMENT
FLIGHT PROCEDURE AND FLIGHT INSPECTION (IFP/FI) PROGRAM**

- 1. PURPOSE.** This notice details the organizational authority and responsibilities for implementing and executing the IFP/FI program authorized in Flight Standards (FS) Order 1100.1, Flight Standards Service Organizational Handbook, and Federal Aviation Administration (FAA) Order 1100.161, Air Traffic Safety Oversight.
- 2. DISTRIBUTION.** This order is distributed in Washington headquarters to the branch level in the Offices of Aviation Policy and Plans, Aviation Research, Airport Safety and Standards, to all Vice Presidents of the Air Traffic Organization, and Flight Standards Service; to the Aeronautical Information Management Group (AJR-32), the National Flight Procedures Group (AJW-32), the National Aeronautical Charting Group (AJW-35), to the Regulatory Standards Division (AMA-200); to the branch level in the regional Flight Standards and Airports Divisions; to the Air Traffic and Technical Operations Service Areas, to all Flight Standards Field Offices, to all Flight Inspection Field Offices; to the Europe, Africa, and Middle East Area Office; to all Flight Standards and Air Traffic Field Offices; Special Mailing List ZVN-827; and Special Military and Public Addressees. This information is also available on the FAA's Web site at <http://fsims.avr.faa.gov/fsims/fsims.nsf>.
- 3. BACKGROUND.** Organizational changes within the FAA have brought to light issues where responsibility for FAA IFP/FI policy implementation has been questioned. These issues include, but are not limited to, policy over the authorization of third-party procedure development, maintenance, flight evaluation/verification of Title 14 Code of Federal Regulations (14 CFR) Part 97 instrument procedures. Additional issues have been raised regarding organizational responsibilities relating to the implementation of instrument flight procedure standards, criteria, policy, and procedures software validation, as well as flight inspection policy oversight.
- 4. BASIS OF AUTHORITY.** FS Order 1100.1 delineates functional responsibility, special delegations, and special relations regarding aspects of instrument approach procedure development. The policy and regulatory development for these areas is provided by the Flight Technologies and Procedures Division, AFS-400.

a. Functions. Flight Standards is specifically responsible for:

(1) Use of air navigation facilities, appliances, and systems by civil aircraft; the minimum equipment capability of civil aircraft for operating in an established environment; and the operational aspects of flight procedures including en route and instrument approach procedures except ATC procedures.

Distribution: A-W(PO/AR/ND/AS/FS/AT/AF)-3; AJR-32 (15 Cys); AJW-32 (200 Cys)
AJW-35 (15 Cys); AMA-200 (12 Cys); A-X(FS/AT/AF/AS)-3; AEU-1 (10 Cys);
A-FFS-O (STD); A-FAT-O (STD); A-FAF-O (STD); ZVN-827; Special Military
and Public Addressees

Initiated By: AFS-420

(2) Flight Inspection Policy.

b. Special Delegations. Final authority is delegated to the Director of Flight Standards Service, AFS-1, to make, issue, amend, and terminate rules and regulations promulgated under Titles III and VI of 49 U.S.C. relating to the following subject matters:

(1) Standard Instrument Approach Procedures (SIAP).

(2) Minimum en route altitudes.

(3) Flight Procedures policy, operational weather minimums, and minimum equipment requirements.

c. Special Relations. Flight Standards is responsible for developing national concepts, policies, standards, systems, procedures, and programs with respect to the operational and flight technical aspects of all weather operations, including instrument approach procedures (IAP), minimum en route altitudes, flight procedures, operational weather minimums, and minimum equipment requirements. Also, AFS is responsible for developing concepts, rules, standards, and criteria governing operational and technical aspects of flight procedures (except Air Traffic Control [ATC] procedures). These functions are distinguished from the responsibilities of the Air Traffic Organization's (ATO) Technical Operations, Aviation System Standards (AJW-3) to implement agency policy, standards, and criteria in the development and standardization of flight procedures and the flight inspection of air navigation facilities.

5. INSTRUMENT PROCEDURE PROGRAM SPECIFIC RESPONSIBILITIES.**a. Criteria, Policy, and Standards.**

(1) Flight Standards Service. Develops FAA rules, standards, policy, and criteria governing the operational aspects of en route, terminal and instrument flight procedures (except ATC procedures). Defines responsibilities, establishes policy, and provides standards for orderly processing of all instrument flight procedure actions. Provides policy guidance to the regional offices, ATO Technical Operations Aviation System Standards (AJW-3), and other organizations pertaining to airport and airspace requirements associated with the development of instrument flight procedures.

(2) ATO Technical Operations. Under the direction of Flight Standards, implements FAA rules, standards, policy, and criteria for the development and maintenance of instrument flight procedures in the U.S. National Airspace System (NAS).

b. Instrument Procedures Automation.

(1) Flight Standards Service. AFS approves the validation process of automation tools and software used in the development and production of public instrument flight procedures under Part 97.

(2) ATO Technical Operations. Develops, validates, and manages the ATO's automation tools and software used in the development and production of public instrument procedures under Part 97. Conducts final system software certification prior to release to users in coordination with AFS.

c. Flight Inspection Policy.

(1) **Flight Standards Service.** Responsible for flight inspection policy. Recommends, reviews, and approves policy published in FAA Order 8200.1, U. S. Standard Flight Inspection Manual.

(2) **ATO Technical Operations.** Responsible for flight inspection of navigation aids and instrument flight procedures in support of the U.S. NAS. Develops and maintains Order 8200.1, which provides policy, procedures, and criteria for flight inspection and certification of air navigation services, including the instrument flight procedures.

d. Quality Control (QC) and Quality Assurance (QA).

(1) **Flight Standards Service.** Approves and audits the ATO Technical Operations QC and standardization program. Provides oversight of the program to determine conformance with applicable criteria, standards, and policy. AFS provides technical advice and assistance on the interpretation and application of criteria, and evaluates execution of flight procedure programs to determine compliance with national policy, including publication, and maintenance.

(2) **ATO Technical Operations.** Establishes and conducts a QC program, which ensures the standardization and accuracy of instrument flight procedures developed within the FAA. Provides corrective action/feedback in response to AFS QC and standardization audits.

e. Foreign Terminal Instrument Flight Procedures (FTIP).

(1) **Flight Standards Service.** Provides evaluation and approval guidance of FTIP for U.S. air carriers. Provides international states technical support, and consulting services for the development and implementation of new technology instrument flight procedures. Provides technical review/support to U.S. air carriers utilizing special instrument approach procedures at foreign locations (non-AIP).

(2) **ATO Technical Operations.** At the request of the host nation, performs FTIP development per Order 8260.31, Foreign Terminal Instrument Procedures, and flight inspection services under reimbursable agreements with individual nations.

f. Required Navigation Performance Special Aircraft and Aircrew Authorization Required (RNP/SAAAR).

(1) **Flight Standards Service.** Processes Part 97 RNP/SAAAR procedures, developed by third-party, received through regional All Weather Operations (AWO) personnel, and the Regional Airspace and Procedures Team (RAPT), per established AFS procedure to include instrument flight procedure review and evaluation; flight evaluation/verification, and aircraft/FMS/database/ crew-training procedures/validation. For both third-party and ATO Technical Operations developed procedures, perform the final QA/QC review of all public RNP SAAAR procedures, prior to flight inspection.

(2) **ATO Technical Operations.** Develop procedures, per Order 8260.52, United States Standard for Required Navigation Performance (RNP) Approach Procedures with Special Aircraft and Aircrew Authorization Required (SAAAR) Construction, guidance to meet the operational objective with consideration of site specific characteristics and/or constraints. Upon completion of the preliminary procedure design, and prior to any additional ATO Technical Operations

actions or procedures (branch/division QA, etc), provide the procedure package to Flight Standards for aircraft/FMS/database/crew procedures/flyability simulator evaluation. Revise the procedure, as directed by Flight Standards, if required. Upon completion of the procedure development and QA, resubmit to Flight Standards for flight evaluation. Upon successful completion of flight evaluation, submit procedure package to flight inspection. Flyability issues will be addressed and validated by Flight Standards.

g. Special Instrument Approach Procedures.

(1) **Flight Standards Service.** Process Special Instrument Approach Procedure requests, received through regional All Weather Operations (AWO) personnel and the Regional Airspace Procedures Team (RAPT), per established Flight Standards procedure to include instrument flight procedure review and evaluation; flight evaluation/verification, and aircraft/FMS/database/crew-training procedures/validation. Perform the final QA review of all special procedures, prior to flight inspection. Provide analysis of proponent criteria to ensure equivalent/appropriate target level of safety for special procedures and waivers.

(2) **ATO Technical Operations.** At the request of proponent, provide procedure design services, per Order 8260.19, Flight Procedures and Airspace, guidance. Develop procedure to meet the operational objective with consideration of site specific characteristics and/or constraints. Prior to submission of procedure for flight inspection, provide data to Flight Standards for aircraft/FMS/database/crew procedures/validation simulator evaluation, and if required, revise as necessary. RNP/SAAAR flyability issues will be addressed and validated by Flight Standards.

h. National Programs/Initiatives. At the direction of the Office of the Administrator (AOA), set priorities for Flight Standards and Technical Operations, i.e., RNP, RNP/SAAAR, Wide Area Augmentation System (WAAS), localizer performance with vertical guidance (LPV), area navigation standard instrument departures (RNAV SIDS)/standard terminal arrivals (STARs), automatic dependent surveillance-broadcast (ADS-B), Next Generation Air Transportation System (NGATS), etc.

(1) **Flight Standards Service.** Provides technical service as directed by the Agency Flight Plan to support and accomplish national initiatives. This will require prioritization of procedure development workload.

(2) **ATO Technical Operations.** In coordination with AFS, provide technical service as directed by the Agency Flight Plan to support and accomplish national initiatives.

i. Procedure Specialist Training.

(1) **Flight Standards Service.** Approves and audits all ATO Technical Operations procedure specialist training programs, including formal and locally generated training courses, for content and curriculum to determine conformance with applicable criteria, standards, and policy.

(2) **ATO Technical Operations.** Develop, validate, and manage all training programs, both content and curriculum, for procedure specialists. Establish and conduct a procedure specialist training program, which ensures the standardizations and accomplishments of training objectives. Provides corrective action/feedback in response to Flight Standards audits.

6. REVIEW OF APPLICABLE POLICY DOCUMENTS. Within ninety days of the effective date of this notice, Flight Standards and ATO Technical Operations will accomplish a review of all applicable policy memorandums, orders, handbooks, and directives to ensure compliance with this notice. Action to remedy any discrepancies noted during this review will be initiated within 30 days after completion of the review.

7. DISPOSITION. The criteria and guidance provided in this notice will be published in an appropriate directive in the near future. Questions concerning this notice should be directed to the Flight Procedure and Standards Branch, AFS-420, at (405)-954-4164.



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