

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

N 1100.330

National Policy

Effective Date:
10/19/2010

Cancellation Date:
10/19/2011

SUBJ: Establishment of the Office of Policy, International Affairs, and Environment (APL)

1. What is the purpose of this notice? This notice announces the establishment of the new Office of Policy, International Affairs, and Environment (APL). The new office will be headed by the Assistant Administrator for Policy, International Affairs, and Environment, reporting directly to the Administrator, and replaces the Assistant Administrator for International Aviation (API) and the Assistant Administrator for Aviation Policy, Planning and Environment (AEP). This notice also delegates some authorities to the Assistant Administrator for Policy, International Affairs, and Environment.

2. Who should read this notice? Anyone who works with the offices reporting to the Assistant Administrator for International Aviation or the Assistant Administrator for Aviation Policy, Planning and Environment should read this notice. Also, anyone who has contact with foreign or international entities on behalf of the FAA should read this notice.

3. Where can I get a copy of this Notice? This notice will be maintained on the FAA Orders and Notices website: https://employees.faa.gov/tools_resources/orders_notices/

4. Why is FAA issuing this notice?

a. This notice establishes the Office of Policy, International Affairs, and Environment, which will provide organizational integration of FAA's policies to increase the safety and capacity of the global civil aerospace system in an environmentally sound manner. This organizational change will enhance the FAA's ability to coordinate policy and supporting analyses both domestically and internationally, with environmental policy and initiatives, and in organizing strategies to meet FAA's objectives. APL is responsible for achieving U.S international aviation objectives; directing the formulation of national aviation policies, requirements, and plans to implement agency goals and priorities; and developing and recommending environmental and energy policy.

b. This notice is issued to describe the creation of the Office of Policy, International Affairs, and Environment (APL) staff office as follows. It:

1) Establishes the position of Assistant Administrator for Policy, International Affairs, and Environment, APL-1.

2) Merges the Deputy Assistant Administrator for Policy and International

Affairs and Deputy Assistant Administrator for Policy and Environment into one position, the Deputy Assistant Administrator for Policy, International Affairs, and Environment, APL-2. Abolishes the positions of Assistant Administrator for International Aviation, the Assistant Administrator for Aviation Policy, Planning and Environment and their Deputies, in their entirety.

3) Creates the position of Senior Advisor for Special Projects, APL-3, to aid the Assistant Administrator.

4) Creates the position of Special Assistant to the Assistant Administrator for Policy, International Affairs, and Environment, APL-4, to assist in planning and conducting office functions and programs. The Special Assistant directs the preparation of evaluation reports, briefing material, and recommendations on program activities and accomplishments for presentation to agency, department, U.S. and foreign government officials. The Special Assistant also performs a wide variety of research and information gathering assignments, including independent reviews of studies and staff papers.

5) Replaces the International Operations Staff, API-10 Ops, and Program Management Staff, AEP-10, with a Management Staff, APL-10. The Management Staff, APL-10, provides administrative support for the Assistant Administrator for Policy, International Affairs, and Environment and subordinate offices in: personnel management and administration, budget and financial management (direct and reimbursable), procurement, international permanent change of station moves, International Cooperative Administrative Support System (ICASS) representation; and information systems.

6) Changes reporting of the Aviation Insurance Program to the head of the Management Staff, through the Manager of the Aviation Insurance Program. Renames the Aviation Insurance Program Staff (AEP-20) to the Aviation Insurance Program Staff (APL-20).

7) Establishes the NextGen Global Outreach Director, AGO-1, responsible for leading coordination of all aspects of global outreach for the Next Generation Air Transportation System; leading process, strategies and initiatives to develop, refine, and promote the FAA's international strategy for NextGen that involve public and private interests worldwide, including ICAO.

8) Creates the Office of International Affairs, API-1, with a Deputy API-2, which provide leaderships and a broad overview of the FAA's international programs for harmonization of global standards, technical assistance, training and infrastructure planning. The Office functions include: management and oversight of the three International Regional Directorates (Western Hemisphere, AWH-1, Asia-Pacific, APC-1, and Africa, Europe & the Middle East, AEU-1) and the international offices that report to them, collaborating with other organizations to ensure effective communications on activities with FAA offices having international responsibilities, assistance in seeking resources for international initiatives from third-party organizations, running the Interagency Group on International Aviation (IGIA) process, business planning to assist in achieving FAA's international policy and strategic goals, International Civil Aviation Organization (ICAO) coordination, and the U.S. ICAO Air Navigation Commission Representative.

9) The Presidential Initiatives Team within API-10 will now report to the Deputy Office Director, API-2.

10) Replaces the International Policy Staff, API-10, and the Strategic Development Staff, API-10, with the new Global Issues Staff, API-20, which will report to API-2. This includes the Foreign Affairs functions, including the International Training Secretariat, the International Visitor's program, the international agreements process, the international database and the ICAO Team.

11) The Office of Environment and Energy, AEE-1, will report to the Deputy Assistant Administrator, APL-2. The AEE-300 is also renamed Emissions Division.

12) The Office of Policy and Planning will report to the Deputy Assistant Administrator, APL-2. The Regulatory Analysis Division, APO-300, will be renamed and will be consolidated with its branches. The Operations Regulatory Analysis Branch, APO-310 and the Aircraft Regulatory Analysis Branch, APO-320, of the Office of Aviation Policy and Plans will be absorbed into APO-300 to form the new Economic Analysis Division, APO-300. The Division will be led by a Division Manager and new position of Deputy Division Manager.

c. This notice delegates the following authorities to the Assistant Administrator for Policy, International Affairs, and Environment. These authorities may be re-delegated. Any re-delegation of these authorities must be made in writing.

1) The sole authority to negotiate and sign reimbursable agreements with foreign or international entities on behalf of the FAA under the authorities granted in Title 49 United States Code § 40108, § 40113(e) and § 47303, § 106(l), and § 106(m). APL is responsible for negotiating, executing, and administering all amendments and related elements to agreements with foreign or international entities.

2) The authority to negotiate and sign agreements with Federal or state agencies and foreign or multi-lateral financial institutions if the ultimate beneficiary is a foreign or international entity.

3) The authority to waive the reimbursement of costs for goods and services provided to foreign or international entities subject to legal review and the concurrence of the head of any FAA staff office or line of business that provides those goods or services.

4) The authority to waive some or all of the administrative overhead charged on reimbursable services provided to foreign or international entities subject to legal review.

5) The authority to approve benefits and allowances for FAA employees stationed in foreign locations as authorized by 49 USC § 322(d)(6). This authority may be re-delegated to appropriate officers of the Department of State.

6) The authority to approve reimbursable agreements with Federal agencies for services provided to, and for the benefit of, FAA employees in foreign locations as authorized under 31 USC § 1535 and 49 USC § 106(l)(6).

7) The authority to manage the Interagency Group on International Aviation (IGIA) on behalf of the agency.

8) The authority to negotiate and sign training agreements that register foreign nationals in courses offered by or arranged through the FAA Academy.

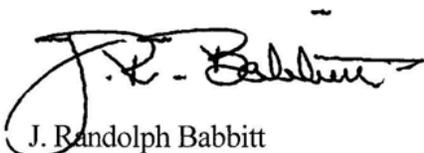
9) The authority to exercise powers under 49 USC Chapter 443.

d. Any duties, authorities, and responsibilities previously carried out by the Assistant Administrator for International Aviation or Assistant Administrator for Aviation Policy, Planning and Environment will now be carried out by the Assistant Administrator for Policy, International Affairs, and Environment or any person or organizational element within APL as he/she may determine. This notice changes all references to the Assistant Administrator for International Aviation and Assistant Administrator for Aviation Policy, Planning and Environment or their components in agency orders and directives to the "Assistant Administrator for Policy, International Affairs, and Environment". These references may be found in but are not limited to:

- 1) 1100.2C, Organization – FAA Headquarters
- 2) 1200.3D, Official Reception and Representation Expenses
- 3) 1240.9, International Aviation Programs
- 4) 2500.35C, Reimbursable Agreements Covering Services and Materiel Provided by the FAA.
- 5) 2500.36N, Application of Flight Hour Rates.
- 6) 2500.41C, Reimbursement for Cost of Training Non-FAA Personnel
- 7) 4650.7A, Management of Project Materiel.

5. Distribution. This notice is distributed to the division level in Washington, regions, and centers, with a limited distribution in all field offices and facilities.

6. Organizational Chart. Appendix A shows the Office of Policy, International Affairs, and Environment Organization (APL).



J. Randolph Babbitt
Administrator

Appendix A. APL Organization Chart.

