

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

N 8900.137

National Policy

Effective Date:
10/29/10

Cancellation Date:
10/29/11

SUBJ: Flight Standards Service (AFS) Geographic Surveillance Program for 14 CFR Parts 121 and 135—Phase 1

- 1. Purpose of this Notice.** This notice provides information and guidance concerning Phase 1 deployment of the new Flight Standards Service (AFS) Geographic Surveillance Program for air carriers operating in accordance with Title 14 of the Code of Federal Regulations (14 CFR) parts 121 and 135 (except part 135 single-pilot air carriers).
- 2. Audience.** The primary audience for this notice is principal inspectors (PI) for part 121 and 135 air carriers listed in Appendix A. The secondary audience includes Flight Standards branches and divisions in the regions and headquarters.
- 3. Where Can I Find This Notice.** You can find this notice on the MyFAA employee Web site at https://employees.faa.gov/tools_resources/orders_notices/. Inspectors can access this notice through the Flight Standards Information Management System (FSIMS) at <http://fsims.avs.faa.gov>. Operators may find this information on the Federal Aviation Administration (FAA) Web site at <http://fsims.faa.gov>.
- 4. Cancellation.** This notice supersedes any conflicting geographic surveillance guidance in the current editions of FAA Order 8900.1, Flight Standards Information Management System (FSIMS), and FAA Order 1800.56, National Flight Standards Work Program Guidelines.
- 5. Explanation of Changes.** This notice provides procedures for PIs of the air carriers listed in Appendix A to determine the need for surveillance outside their assigned office's geographic area of responsibility, and to request support from geographically-responsible offices.
- 6. Background.** Prior to the full implementation of the Air Transportation Oversight System (ATOS), AFS had in place a Geographic Surveillance Program that was executed by geographic inspectors in each field office that had responsibility for surveillance of part 121 and 135 air carriers operating within their geographic boundaries. These offices created work programs consisting of required and planned inspections (R- and P-items) based on parameters contained in Order 1800.56.
 - a. Geographic Surveillance Program.** Due to the increased resource needs of ATOS, many field offices transferred their geographic inspectors to ATOS Certificate Management Teams

(CMTs). A greater level of oversight is required, specifically, for additional surveillance of air carriers' operating locations that are not present in the FAA's current surveillance plans. These inspections will be conducted on a recurring basis at an increasing number of air carriers' operating locations as this program progresses through a series of three implementation phases. Data collection from wider range of operating locations will add to the overall quality of the data collection process as well as identify hazards and associated risk not previously identified at some locations. Identification of previously unobserved hazards and associated risk are critical to ensure corrective action is taken and risks are appropriately mitigated.

b. The Airline Safety and FAA Extension Act of 2010. Additionally, the Airline Safety and FAA Extension Act of 2010 (hereafter referred to as H.R. 5900), section 211 states, "The Administrator of the Federal Aviation Administration shall perform, not less frequently than once each year, random, onsite inspections of air carriers that provide air transportation pursuant to a contract with a part 121 air carrier to ensure that such air carriers are complying with all applicable safety standards of the Administration." Phase 1 deployment of the reestablished Geographic Surveillance Program is designed to meet the requirements of this statute. The part 121 air carriers listed in Appendix A meet the criteria in section 211. Phases 2 and 3 will be deployed to include approximately an additional third of the part 121 and 135 certificates for each phase.

7. Action. The reestablished geographic surveillance program will be deployed in phases. Phase 1 will be implemented by the PIs for the air carriers listed in Appendix A.

a. Part 135 Geographic Surveillance Procedures—Phase 1.

(1) Each region's geographic program workgroup member, Regional Automated Modular Planning System (RAMPS) coordinator, and/or ATOS point of contact (POC) will brief the regional office staff and part 135 PIs for air carriers listed in Appendix A and their office managers on the intent of the Geographic Surveillance Program and details of the procedures in this notice.

(2) PIs will accomplish a geographic surveillance needs review within 12 months from the last review at least annually and are encouraged to update their review as many times as necessary during the year based on changes in risk. PIs will use the Geographic Airport Data Display tool to aid in determining the type and location of geographic surveillance that is needed. The Geographic Airport Data Display tool is located at https://employees.faa.gov/org/linebusiness/avs/offices/afs/divisions/hq_region/afs20/.

(3) PIs will document that they have accomplished a review using the Geographic Airport Data Display tool by entering a 1045/3045/5045 activity code in the Program Tracking and Reporting Subsystem (PTRS). If the review is done as a CMT, only one PTRS activity is necessary. If the review is done individually, all three PTRS activities are necessary. One record ID can be used for all part 135 certificates assigned to a single PI. Enter "GEOADD" without quotes or spaces, in capital letters, into the "National Use" field of each transmittal.

(4) Choices for geographic surveillance may include, but are not limited to, the list below:

PTRS Activity	Operations	Maintenance	Avionics
Facility Inspection		3619	5619
Cargo Check		3623	
Deice Inspection (Seasonal)	1637	3625	5625
Ramp Inspection	1622	3627	5627
Spot Inspection		3628	5628
Aircraft Records Inspection		3634	5634
Fuel Facility Inspection		3638	5638

(5) PIs will prepare a memorandum (see template in Appendix B) for their office manager's signature to communicate their risk-based geographic surveillance requirements.

(6) If the office manager concurs with the surveillance requirements, he or she will sign the memorandum and will send it to the RAMPS coordinator's Front Line Manager (FLM).

Note: By signing the memorandum, the office manager is certifying that the requested geographic surveillance is risk-based and cannot be accomplished with existing office resources.

(7) The RAMPS coordinator will determine which items can be accomplished within the region's boundaries and will forward the surveillance request to the appropriate field office manager. The RAMPS coordinator's FLM will transfer requests for surveillance outside the region's boundaries via a memorandum to the FLM of the RAMPS coordinator in the region where surveillance is needed. Attach a copy of the original surveillance request generated in subparagraph 7a(6).

(8) The receiving region's RAMPS coordinator will identify the appropriate field office to accomplish the requested surveillance and forward the request to that office's manager.

(9) The receiving office will assign an inspector to accomplish the surveillance and will create an R-item PTRS transmittal for each requested surveillance activity. Enter "GEOADD" without quotes or spaces, in capital letters, into the "National Use" field of each transmittal.

(10) The assigned inspector will complete the surveillance.

(11) If resources are not available, follow the procedures in Order 1800.56.

Note: Any inspector who is experienced in the oversight of part 135 operations (by specialty) can be assigned to accomplish the surveillance.

(12) PIs will use the Safety Performance Analysis System (SPAS) to monitor and evaluate geographic surveillance results and will take follow-up actions as necessary.

Note: Regional office staff will regularly review the activity in their region to evaluate additional geographic surveillance needs.

b. Part 121 Geographic Surveillance Procedures—Phase 1.

(1) Each region's Geographic Program Workgroup member, RAMPS coordinator, and/or ATOS POC will brief the regional staff and part 121 PIs for air carriers listed in Appendix A and their office managers on the intent of the geographic surveillance program and details of the procedures in this notice.

(2) PIs will accomplish a geographic surveillance needs review within 12 months from the last review and are encouraged to update their review as many times as necessary during the year based on changes in risk. PIs will use the Geographic Airport Data Display tool to aid in determining the type and location of geographic surveillance that is needed. The Geographic Airport Data Display tool is located at https://employees.faa.gov/org/linebusiness/avs/offices/afs/divisions/hq_region/afs20/.

Note: Due to ATOS baseline training requirements, only ATOS random inspections will be used for this process.

(3) PIs will document that they have accomplished a review using the Geographic Airport Data Display tool by entering a 1045/3045/5045 activity code in the PTRS. If the review is done as a CMT, only one PTRS activity is necessary. If the review is done individually, all three PTRS activities are necessary. Enter "GEOADD" without quotes or spaces, in capital letters, into the "National Use" field of each transmittal.

(4) PIs will prepare a memorandum (see template in Appendix C) for their office manager's signature to communicate their risk-based geographic surveillance requirements.

Note: As referenced in subparagraph 6b, the part 121 air carriers listed in Appendix A meet the criteria of H.R. 5900, section 211. Consequently, each CMT for an air carrier listed in Appendix A must accomplish a random, onsite inspection at least once a year. Each CMT may choose to accomplish these inspection(s) themselves or they may choose to request another office to accomplish the inspection(s). If they chose to have another office accomplish the inspection(s), they must follow the procedures below and ensure that the inspection(s) is identified on the memorandum under "PI instructions" as required by H.R. 5900.

(5) If the office manager concurs with the surveillance requirements, he or she will sign the memorandum and will send it to their regional ATOS POC's FLM.

Note: By signing the memorandum, the office manager is certifying that the requested geographic surveillance is risk-based and cannot be accomplished with existing office resources.

(6) The ATOS POC's FLM will assign the ATOS POC to determine which items can be accomplished within the region's boundaries and will forward the surveillance request to the appropriate field office manager. The ATOS POC's FLM will transfer requests for surveillance outside the region's boundaries via a memorandum to the FLM of the ATOS POC in the region

where surveillance is needed. Attach a copy of the original surveillance request generated in subparagraph 7b(5).

Note: Any ATOS 1.2-trained aviation safety inspector (ASI) can accomplish ATOS random inspections in accordance with Order 8900.1, volume 10, chapter 2, section 3, subparagraph 10-146C.

(7) The receiving region's FLM will have the receiving region's ATOS POC identify the appropriate field office to accomplish the requested surveillance and forward the request to that office's manager.

(8) The receiving office will assign an inspector to accomplish the surveillance. Upon completion of the surveillance, the inspector will enter "HR5900" without quotes or spaces, in capital letters, in the "Local/Regional/National Use" field in the "ATOS Random Inspection Common Data" field.

(9) If the receiving office lacks sufficient resources to accomplish the surveillance, contact the region's ATOS POC who will attempt to locate resources elsewhere in the region. If no other resources are available, the ATOS POC will coordinate with the Flight Standards National Field Office (FSNFO), AFS-900, Field Support Program Office Manager, Tony Zinn (tony.r.zinn@faa.gov).

(10) Each ATOS CMT will monitor the status of the requested ATOS random inspections to ensure completion. This can be accomplished by searching for random inspections with "HR5900" in the "Local/Regional/National Use" field.

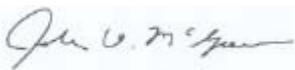
(11) PIs will evaluate the results of geographic random inspections and take followup actions when necessary.

Note: Regional office staff will regularly review the activity in their region to evaluate additional geographic surveillance needs.

8. Recording Data. PIs will document that they have accomplished a review using the Geographic Airport Data Display tool by entering a 1045/3045/5045 activity code in the PTRS according to subparagraph 7a(3). Inspectors will document that they have accomplished the surveillance by recording entries in PTRS and ATOS random inspections according to subparagraphs 7a(9) and 7b(8).

9. Disposition. We will permanently incorporate the information in this notice in FSIMS before this notice expires. Direct questions concerning this notice to Larry Richards, Central Region (ACE-200) Division Manager, at 816-329-3200.

for



John M. Allen,
Director, Flight Standards Service

Appendix A. Phase 1 Certificate Management Teams

OFFICE	OFFICE INFORMATION	CERTIFICATE TYPE			DESIGNATOR	CERT TYPE	HEMS	BRIEFING
		121	135_9	135_10				
AL01	Fairbanks FSDO	0	34	3	HYTA	135	No	
					WVBA	135	No	
AL03	Anchorage FSDO	0	188	5	ENHA	135	No	
					EPUA	135	No	
					YAAA	135	No	
AL05	Juneau FSDO	0	36	1	AJAA	135	No	
AL07	Denali CMO	6	0	0	FXGA	135	No	
CE01	Des Moines FSDO	0	24	0	XIAA	135	No	
					XRRA	135	No	
CE03	ST Louis FSDO	2	12	0	DEMA	135	No	
					DGCA	135	No	
					RAIA	121	No	
					N6WA	121	No	
CE05	Kansas City FSDO	0	21	0	J56A	135	No	
					ZJWA	135	No	
CE07	Wichita FSDO	0	19	0	7EMA	135	Yes	
					YEWA	135	No	
CE09	Lincoln FSDO	0	13	1	JDWA	135	No	
					XS8A	135	No	
CE17	Louisville FSDO	0	14	0	MW8A	135	No	
CE19	Nashville FSDO	0	28	2	FJTA	135	No	

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OFFICE	OFFICE INFORMATION	CERTIFICATE TYPE			DESIGNATOR	CERT TYPE	HEMS	BRIEFING
					PA9A	135	No	
CE21	Memphis FSDO	1	12	0	B5ZA	135	No	
					REXA	121	No	
EA01	Albany FSDO	1	9	2	NOMA	135	No	
					JJBA	121	No	
EA03	Allegheny FSDO	0	15	3	E3MA	135	Yes	
					XCGA	135	No	
EA07	Baltimore FSDO	1	13	4	EFVA	135	No	
					HNAA	121	No	
EA11	Farmingdale FSDO	0	27	11	OZTA	135	No	
					EW7A	135	No	
EA13	Harrisburg FSDO	0	12	0	OLJA	135	Yes	
					A9JA	135	No	
EA17	Philadelphia FSDO	1	19	3	7KFA	135	Yes	
					EGQA	135	No	
					U30A	121	No	
EA21	Richmond FSDO	0	22	3	MXIA	135	No	
					VXWA	135	No	
EA23	Rochester FSDO	0	16	5	DJFA	135	No	
					BIOA	135	No	
EA27	Washington FSDO	2	6	3	C77A	121	No	
					NSVA	121	No	
EA39	Greensboro FSDO	1	26	4	WRNA	121	No	
EA61	Boston FSDO	1	18	1	HYIA	135	No	
					OXBA	135	No	

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OFFICE	OFFICE INFORMATION	CERTIFICATE TYPE			DESIGNATOR	CERT TYPE	HEMS	BRIEFING
EA63	Windsor Locks FSDO	1	25	6	Z5FA	135	No	
					QREA	135	No	
EA65	Portland FSDO	0	33	5	AXSA	135	No	
					BQTA	135	No	
EA68	Charlotte FSDO	1	12	0	MTNA	121	No	
GL03	Dupage FSDO	0	34	6	DPUA	135	No	
					RMVA	135	No	
GL05	Cincinnati FSDO	2	16	5	CWQA	135	Yes	
					VNAA	121	No	
GL07	Columbus FSDO	0	10	2	BSYA	135	No	
					DXTA	135	No	
GL09	Grand Rapids FSDO	0	23	2	ZYWA	135	Yes	
					SBAA	135	No	
GL11	Indianapolis FSDO	4	15	0	CHQA	121	No	
					UHLA	121	No	
					R61A	121	No	
GL13	Milwaukee FSDO	0	30	1	DATA	135	No	
					WIXA	135	No	
GL15	Minneapolis FSDO	2	31	1	BEMA	135	No	
					S6GA	135	Yes	
					SCNA	121	No	
					MALA	121	No	
GL19	Springfield FSDO	0	15	1	O84A	135	Yes	
					Jafa	135	No	

OFFICE	OFFICE INFORMATION	CERTIFICATE TYPE			DESIGNATOR	CERT TYPE	HEMS	BRIEFING
GL21	Fargo FSDO	0	9	0	G7FA	135	Yes	
GL23	Detroit FSDO	8	21	3	GITA	121/135	No	
					BUHA	135	No	
					VGCA	121	No	
					U2RA	121	No	
GL25	Cleveland FSDO	0	23	2	DSFA	135	No	
					DTHA	135	No	
GL27	Rapid City FSDO	0	18	1	BGJA	135	No	
					DUFA	135	No	
GL31	Chicago FSDO	2	0	0	A6WA	121	No	10/18/2010
					RYNA	121	No	
NM01	Seattle FSDO	0	34	2	APCA	135	No	
					TVDA	135	No	
NM03	Denver FSDO	0	25	3	QMLA	135	Yes	
					KY7A	135	No	
NM05	Helena FSDO	1	47	1	HSYA	135	No	
					HSRA	135	No	
NM06	Skywest CMO	1	0	0	SWIA	121	No	
NM13	Spokane FSDO	1	27	1	COEA	121/135	No	
					EPDA	135	No	
NM19	Portland CMO	2	0	0	EIAA	121	No	
					QXEA	121	No	
NM21	Rocky Mountain CMO	3	0	0	3LYA	121	No	
					F3LA	121	No	
					GLBA	121	No	

OFFICE	OFFICE INFORMATION	CERTIFICATE TYPE			DESIGNATOR	CERT TYPE	HEMS	BRIEFING
SO09	Alabama/NW Florida FSDO	0	15	0	MDGA	135	No	
					W1MA	135	No	
SO11	Atlanta FSDO	1	38	3	E30A	135	Yes	
					A8OA	135	No	
SO13	Columbia FSDO	0	20	1	COAS	135	No	
					N93A	135	No	
SO15	North Florida FSDO	0	73	7	GN0A	135	No	
					IVLA	135	No	
SO19	South Florida FSDO	0	151	23	AFWA	135	No	
					VLIA	135	No	
SO27	Delta CMO	3	0	0	ASOA	121	No	
					COMA	121	No	
SO29	South Florida CMO	11	0	0	GUUA	121	No	
					TRBA	121	No	
SW01	Albuquerque FSDO	0	22	0	N3BA	135	No	
					GNBA	135	No	
SW03	Baton Rouge FSDO	0	27	4	U0GA	135	No	
SW05	Dallas FSDO	1	25	4	J7SA	135	No	
					RMXA	135	Yes	
SW07	Dallas/FT Worth FSDO	2	0	0	MASA	121	No	
SW09	Houston FSDO	0	27	8	IAVA	121	No	

OFFICE	OFFICE INFORMATION	CERTIFICATE TYPE			DESIGNATOR	CERT TYPE	HEMS	BRIEFING
					GVNA	121	Yes	
SW11	Little Rock FSDO	1	17	0	IXXA	121	No	
SW13	Lubbock FSDO	0	13	0	GYWA	135	No	
					GSTA	135	No	
SW15	Okla City FSDO	0	13	2	OXKA	135	No	
					F22A	135	No	
SW17	San Antonio FSDO	0	21	2	HKGZ	135	No	
					Y5TA	135	No	
SW19	FT Worth FSDO	0	14	3	MHNA	135	No	
					V8XA	135	No	
SW21	American CMO	2	0	0	SIMA	121	No	
SW27	Continental CMO	3	0	0	C2XA	121	No	
SW31	Jackson FSDO	0	11	1	EWKA	135	No	
WP01	Van Nuys FSDO	0	33	12	JIKA	135	No	
					T19A	135	No	
WP05	Long Beach FSDO	0	17	4	GSPA	135	No	
					R71A	135	No	
WP07	Scottsdale FSDO	2	47	11	M3XA	135	Yes	
					IFJA	135	Yes	
WP09	San Diego FSDO	0	25	3	QZ9A	135	No	
					9A2A	135	No	
WP11	Reno FSDO	1	21	0	R10A	135	Yes	
					SR6A	135	No	
					BJNA	121	No	
WP13	Honolulu FSDO	0	36	4	SSHA	135	No	
					HCMA	135	No	

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OFFICE	OFFICE INFORMATION	CERTIFICATE TYPE			DESIGNATOR	CERT TYPE	HEMS	BRIEFING
					MK9A	135	No	
WP17	Fresno FSDO	0	23	0	AWHA	135	No	
					K95A	135	No	
WP19	Las Vegas FSDO	2	17	3	WXOA	121	No	
					XV6A	121	No	
					KBMA	135	No	
WP23	Los Angeles FSDO	0	9	4	DVYA	135	No	
					J8GA	135	No	
WP25	Sacramento FSDO	1	26	1	AWKA	135	No	
					NTQA	135	Yes	
WP27	Oakland FSDO	0	13	3	7SSA	135	No	
					JBZA	135	Yes	

Appendix B. Template Memo Requesting Part 135 Geographic Surveillance



Federal Aviation
Administration

Memorandum

Date: [Type date here]
 To: [Type to whom here]
 From: [Type from whom here]
 Prepared by: [Type who prepared memo here]
 Subject: Request for Part 135 Geographic Surveillance per FAA Notice N 8900.GEO

In accordance with the guidance in Notice N 8900.GEO, principal inspectors (PI) of this office are requesting assistance in accomplishing additional surveillance. It has been determined that the inspections listed below cannot be accomplished with the current office resources and that these inspections are risk-based, necessary, and considered high priority. Listed below are the requested surveillance activities:

Certificate Name and Designator	PTRS Activity Code	Location of Surveillance	Requested Completion Date

