

# NOTICE

## U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

### Air Traffic Organization Policy

**N JO 7210.731**

**Effective Date:**  
January 6, 2010

**Cancellation Date:**  
February 11, 2010

**SUBJ:** Assignment of Operational Duties: Operations Manager-in-Charge (OMIC)

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- 1. Purpose of This Notice.** Formerly, a number of operational duties were performed by other management personnel. The changes to the paragraphs in this notice return operational responsibility to the OMIC in specific cases.
- 2. Audience.** This notice applies to En Route and Oceanic, Terminal, and System Operations Services, all associated air traffic control facilities, and service centers.
- 3. Where Can I Find This Notice?** This notice is available on the MYFAA employee Web site at [https://employees.faa.gov/tools\\_resources/orders\\_notices/](https://employees.faa.gov/tools_resources/orders_notices/) and on the air traffic publications Web site at [http://www.faa.gov/air\\_traffic/publications](http://www.faa.gov/air_traffic/publications).
- 4. Procedures.** Amend FAA Order JO 7210.3, Facility Operation and Administration, paragraphs 2-1-7, 2-6-2, 3-1-2, 3-1-6, and 3-7-3, to read as follows:

#### **2-1-7. AIR TRAFFIC SERVICE (ATS) CONTINUITY**

Title through subparagraph a5, no change.

6. A priority list for the restoration of the telephone circuits at all ARTCCs and certain large terminal facilities designated by the service area offices. Provide the telephone office serving these facilities with a duplicate of this priority restoration list. Advise the telephone company that the list is applicable only when widespread outages of FAA circuits occur and when restoration would not be in competition with other users. The OMIC or designee must advise the telephone company that priority of restoral is subject to change due to changing or unusual circumstances.

No further changes to paragraph.

#### **2-6-2. WATCH SUPERVISION ASSIGNMENTS**

Title through subparagraph a, no change.

**b.** Where authorized, when two or more operations managers are assigned to the shift, one must be designated as the Operations Manager in Charge (OMIC). The OMIC is responsible for the day-to-day, shift-by-shift, management of the control room operation.

**c.** When two or more supervisory traffic management coordinators (STMC) are on duty, one shall be assigned as supervisory traffic management coordinator-in-charge (STMCIC).

**d.** When two or more operations supervisory personnel are on duty in an operational area (for example, radar room, tower, ARTCC area, etc.), one must be assigned as in charge.

#### **NOTE-**

*These "in charge" personnel may be called OSIC, front line manager-in-charge (FLMIC), or other names designated by the facility manager.*

Subparagraphs d through f, renumber as subparagraphs e through g.

**3-1-2. PERIODIC MAINTENANCE**

Title through subparagraph a, no change.

**b.** If conditions prevent approval of the shutdown at the time requested, the OMIC/OSIC should cooperate fully and work with Technical Operations personnel in arranging an alternative time. Ordinarily, shutdowns of air traffic system components should be planned to occur during the hours of least traffic activity regardless of the time of day.

**NOTE-**

*The OMIC/OSIC should coordinate with the traffic management unit in determining alternate times.*

No further changes to paragraph.

**3-1-6. ENGINE GENERATOR TRANSFER PROCEDURES FOR ANTICIPATED POWER FAILURE**

**a.** STMCIC or OSIC at terminal facilities and ARTCCs shall inform the systems engineer (SE) or other appropriate Technical Operations supervisor of any severe storm activity approaching the facility. The STMCIC or OSIC must advise the OMIC.

**b.** At facilities without an operational power conditioning system (PCS), the STMCIC or OSIC must coordinate with the SE or other appropriate Technical Operations supervisor to determine a mutually acceptable time to change to/from generator power.

No further changes to paragraph.

**3-7-3. ATC RADAR BEACON SYSTEM DECODER CONTROL BOX CHECKS****NOTE-**

*Not applicable to STARS.*

Facility air traffic managers must ensure that radar controllers perform daily performance checks of the decoder control box as follows:

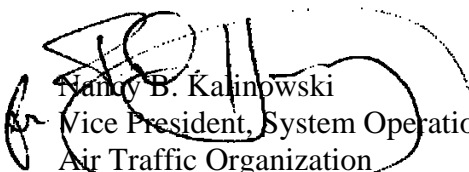
**a.** Each controller is responsible for determining daily if the operation of his/her decoder control box is satisfactory for ATC purposes. Decoder control box performance can be determined by checking all switches, thumbwheel code selectors, and selected channels to ensure they are functioning properly. The actual operation of each channel should be checked by decoding a known target sequentially on each channel and observing it on both double and single slash. Notify the OMIC/OSIC if a malfunction is observed.

**b.** OMICs/OSICs must make an entry on FAA Form 7230-4 of any malfunctions and report same to the Technical Operations personnel on duty.

No further changes to paragraph.

**5. Distribution.** This notice is distributed to En Route and Oceanic, Terminal, and System Operations Services, including System Operations Security, all associated air traffic control facilities, and service centers.

**6. Safety Management System.** The changes implemented by this notice have already gone through the document change proposal (DCP) process and had a safety risk assessment. It was determined there are no significant safety impacts associated with these changes, and they will be incorporated into the February 11, 2010, publication of FAA Order JO 7210.3.

  
Nancy B. Kalinowski  
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Date Signed