

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
Air Traffic Organization Policy

N JO 7210.789

Effective Date:
October 19, 2011

Cancellation Date:
July 26, 2012

SUBJ: Comprehensive Electronic Data Analysis and Reporting (CEDAR)

- 1. Purpose of This Notice.** This notice requires en route and oceanic air traffic control facilities to use the electronic version of FAA Form 7230-4, Daily Record of Facility Operation, provided in CEDAR to record, disseminate, and document the resolution of Quality Assurance Reviews (QAR). It also adds a provision for terminal facilities and flight service stations to be able to use automated versions of FAA Form 7230-4.
- 2. Audience.** This notice applies to the following Air Traffic Organization (ATO) service units: En Route and Oceanic, Terminal, Mission Support, and System Operations; and all associated air traffic control facilities.
- 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/ and on the air traffic publications Web site at http://www.faa.gov/air_traffic/publications/.
- 4. Procedures.** Amend Federal Aviation Administration (FAA) Order JO 7210.3 to read as follows:
 - 4-6-4. FAA FORM 7230-4, DAILY RECORD OF FACILITY OPERATION**

Title thru a, no change.

 - 1. Each air traffic facility, excluding Federal contract towers (FCT) and FAA flight service stations, must use the Comprehensive Electronic Data Analysis and Reporting (CEDAR) program to complete an automated version of FAA Form 7230-4.

No further changes to paragraph.
 - 4-6-5. PREPARATION OF FAA FORM 7230-4**

Title thru h1, no change.

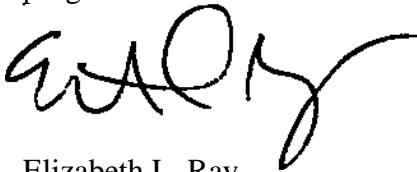
 - 2. Terminal facilities and flight service stations may utilize an automated version of FAA Form 7230-4 or establish local forms and procedures for recording, disseminating, and documenting the resolution of QARs. Local forms used for recording this information are considered supplements to FAA Form 7230-4 and must be filed with it.

No further changes to paragraph.
- 5. Distribution.** This notice is distributed to the following ATO service units: En Route and Oceanic, Terminal, Mission Support, and System Operations; ATO Safety; the Air Traffic Safety Oversight Service; the William J. Hughes Technical Center; Mike Monroney Aeronautical Center; and all air route traffic control centers.

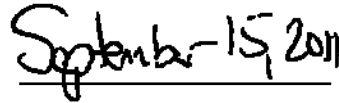
6. Background. When CEDAR is fully deployed, it will provide air traffic management with an electronic means of assessing air traffic employee performance, managing resources, and capturing safety-related information and metrics. The tool will provide a standard interface for collecting, retrieving, and reporting data from multiple sources. CEDAR will automate the creation, management, and storage of facility activities and events; briefing items; QARs; technical training discussions; and FAA forms— such as 3120-25, OJT Instruction/Evaluation Report; and 7230-4, Daily Record of Facility Operation.

In addition, CEDAR will streamline many functions that managers use to execute their responsibilities as described in FAA Order 7210.3, Facility Operation and Administration; FAA Order 7210.56, Air Traffic Quality Assurance; and FAA Order 3120.4, Air Traffic Technical Training.

7. Safety Management System. A preliminary safety analysis of the change has been documented in a safety risk management decision memorandum which will be maintained on file for the lifecycle of the program.



Elizabeth L. Ray
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Date Signed