

NOTICE

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

N JO 7210.838

Effective Date:
April 22, 2013

Cancellation Date:
August 22, 2013

SUBJ: Air Traffic Service Continuity and Approval

- 1. Purpose of This Notice.** This notice amends FAA Order JO 7210.3 to synchronize air traffic policies related to the Air Traffic Operational Contingency Plan as contained in FAA Orders JO 7210.3 and 1900.47.
- 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 air traffic control (ATC) field 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 FAA Order JO 7210.3, paragraphs 2-1-7 and 4-3-5, to read as follows:

2-1-7. AIR TRAFFIC SERVICE DURING PLANNED AND UNPLANNED OUTAGES

Facilities must develop and maintain guidelines to provide continuity of required services during planned (for example, radar out for maintenance, frequency out for repair) or unplanned outages (for example, power failures, natural disasters).

a. For planned outages, facilities must maintain a checklist that provides guidance on approving shutdowns. This checklist should be maintained at an operational manager's position (for example, OMIC desk, FLM desk). Facilities should consider the following for inclusion on the checklist:

1. Traffic volume and complexity.
2. Weather.
3. Alternate means of providing air traffic services.
4. Procedures to notify affected facilities when planned outage begins and ends.
5. Other information related to the planned outage, as appropriate.

b. Facilities must develop and maintain operational plans for unplanned outages that provide continuity of services to the extent dictated by the outage (for example, power failures, fire, flood, storm damage, breakdown of critical system components, facility wide outages). The plans must be in accordance with FAA Order JO 1900.47.

4-3-5. APPROVAL

Title through d, no change.

e. Ensure that current, new, or revised LOA, Standard Operating Procedures (SOP), and FAA Facility Orders (FO) are posted in the Facility Directives Repository (FDR) before the effective date of the document.

EXCEPTION. LOAs containing contingency plan information must not be posted to the FDR. LOAs with such information must be posted to the National OCP database.

No further changes to paragraph.

5. Distribution. This notice is distributed to the following ATO service units: Terminal, En Route and Oceanic, Mission Support, and System Operations; the Office of ATO Safety and Technical Training; the Air Traffic Safety Oversight Service; the William J. Hughes Technical Center; and the Mike Monroney Aeronautical Center.

6. Background. This change to FAA Order JO 7210.3 is in response to recommendations made during the AOV Operational Contingency Plan Audit, dated April 8, 2011.



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Air Traffic Organization

3/6/13

Date Signed