



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

Air Traffic Organization Policy

**NOTICE
N JO 7210.647**

Cancellation Date:
August 30, 2007

SUBJ: Altitude Reservation (ALTRV) Flight Data Processing

- 1. PURPOSE.** To ensure standardization of the requirement to enter ALTRV flight plans in the National Airspace System (NAS) computer system. This will allow the use of the User Request Evaluation Tool (URET) deconfliction system and will provide a database for ALTRV airspace use. This will align Federal Aviation Administration Order (FAAO) 7210.3U, Facility Operation and Administration, with current guidance contained in FAAO JO 7610.4M, Special Operations.
- 2. DISTRIBUTION.** This notice is distributed to all FAA Washington headquarters offices, service area offices, and air traffic control field facilities of the following Air Traffic Organization (ATO) service units: En Route and Oceanic, Terminal, Safety, and System Operations Services, including the David J. Hurley Air Traffic Control System Command Center, Flight Services Program Operations, and elements at the National Capital Region Coordination Center (NCRCC). This notice is also distributed to Flight Standards Service (AFS) divisions at FAA Washington headquarters and in the regional offices, AFS District Offices, AFS International Field Offices; the Washington Operations Center Complex; the Regional Operations Centers; the William J. Hughes Technical Center; the Mike Monroney Aeronautical Center; and the Department of Homeland Security Transportation Security Administration operations offices, Federal Security Directors, and Transportation Security Operations Center, including non-FAA elements of the NCRCC. Also, copies of this notice are provided to the U.S. Customs and Border Protection Air Marine Operations office; the Federal Bureau of Investigation aviation offices and Strategic Information and Operations Center; the U.S. Air Force Flight Standards Agency; the North American Aerospace Defense Command; the U.S. Army Aeronautical Services Agency, and the U.S. Navy Airspace and Air Traffic Control.
- 3. EFFECTIVE DATE.** This notice is effective April 30, 2007.
- 4. DOCUMENT AVAILABILITY.** The notice is available on the Directives Management Information System at <http://dmis.faa.gov> and on the air traffic publications Web site at http://www.faa.gov/airports_airtraffic/air_traffic/publications.
- 5. BACKGROUND.** The procedure identified was implemented in FAAO JO 7610.4M on January 18, 2007. This notice aligns FAAO 7210.3U with current guidance.

6. PROCEDURES. Amend FAAO 7210.3U, Paragraph 8-1-2, ALTRV Flight Data Processing, as follows:

8-1-2. ALTRV FLIGHT DATA PROCESSING

a. Facilities shall process ALTRV flight plans as follows:

1. Classified ALTRV data, stationary and/or flight plan information, shall not be entered into the computer, processed, stored, or transmitted by the computer unless specific declassification data are provided, e.g., "declassified for NOTAM/computer flight plan processing 24 hours in advance." In the absence of declassified data, process this information manually and pass to only those personnel with a need-to-know. All data shall be marked with the appropriate level of security classification, collected when the need-to-know is completed, and destroyed according to security guidelines.

NOTE-

The use of a mission plan (MP) message is not authorized for processing classified ALTRV flight plans.

2. The MOS at the departure ARTCC or where the ALTRV begins shall ensure that unclassified ALTRV missions are entered into the NAS computer to the destination airport or to ALTRV end point.

3. Unclassified ALTRV flight plans that have a block altitude change shall be entered to the destination airport or ALTRV end point. A "XXX" shall be entered into the route of flight immediately after each fix at which a block altitude change is to occur to prevent the production of flight progress strips containing erroneous altitude information. The air traffic control specialist working the area at which the "XXX" has been entered shall change the mission block altitude to that which has been previously coordinated then remove the "XXX" so that the correct block altitude will be processed to subsequent facilities.

b. The facility officer designated military liaison and security duties is responsible for the development and implementation of methods for assuring the accuracy and the completeness of ALTRV flight plan and control information.

c. Estimates and revisions of ALTRV flight plans not processed online shall be forwarded via the Aeronautical Information System from facility to facility.



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