

# NOTICE

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

N JO 7110.732

Effective Date:  
May 8, 2017

Cancellation Date:  
October 12, 2017

**SUBJ:** Forwarding Amended and UTM Data

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- 1. Purpose of This Notice.** This notice amends FAA JO 7110.65 concerning route and altitude amendments to previously issued clearances.
- 2. Audience.** This notice applies to the following Air Traffic Organization (ATO) service units: En Route and Oceanic, Terminal Services, and System Operations Services; the ATO Office of Safety; 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/](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. Cancellation.** This notice cancels upon the publication of FAA Order JO 7110.65X on October 12, 2017.
- 5. Explanation of Policy Change.** This change increases the time parameter requiring the initiating facility to coordinate route and altitude amendments within 15 minutes of the aircraft's proposed departure time to within 30 minutes of the proposed departure time. This coordination must be accomplished by verbal and automated means. If the automated means are unavailable then verbal coordination is sufficient.
- 6. Procedures.** Amend FAA Order JO 7110.65, paragraph 2-2-11c to read as follows:

**2-2-11. FORWARDING AMENDED AND UTM DATA.**

Title thru b. NOTE-2 No Change

c. Forward any amended control information and record the action on the appropriate flight progress strip. Additionally, when a route or altitude in a previously issued clearance is amended within **30** minutes of an aircraft's proposed departure time, the facility that amended the clearance must coordinate the amendment with the receiving facility via verbal AND automated means to ensure timely passage of the information. **If the automated means of coordination are unavailable then verbal coordination is sufficient.**

No further changes to paragraph.

**7. Distribution.** This notice is distributed to the following ATO service units: Air Traffic Services, Mission Support Services, and System Operations, and Safety and Technical Training; the Air Traffic Safety Oversight Service; the William J. Hughes Technical Center; and the Mike Monroney Aeronautical Center.

**8. Background.** Numerous Air Traffic Safety Action Program (ATSAP) reports were submitted and a Corrective Action Request (CAR) was created to address route and altitude amendments within 15 to 30 minutes from an aircraft's proposed departure time. FAA Order JO 7110.65, Air Traffic Control, paragraph 2-2-11c, requires coordination if the amendment is made within 15 minutes of the proposed departure time. The application of the current requirement falls short of the intended purpose. Therefore, the coordination requirement is increased to 30 minutes from an aircraft's proposed departure time.

**9. Safety Management System.** The En Route Standards and Procedures Group, AJV-83, convened a workgroup on January 9, 2017, to determine the safety rationale for the ATSAP CAR. The workgroup considered the safety risk factor of increasing the amendment coordination time from 15 minutes prior to the proposed departure time (P-time) to 30 minutes.

The workgroup considered the recommendation identified by the ERC. Specifically, amendments to flight plans made 15-30 minutes prior to the P-time did not require any coordination. Therefore, the ERC requested a DCP to the FAA Order JO 7110.65, paragraph 2-2-11c, to address flight plan amendments outside the current requirement of within 15 minutes of the P-time.

Research of the "Core Thirty Airport" LOA database found that most of the facilities already have the within 30 minute prior to the P-time requirement. The work group determined that increasing the required coordination from 15 minutes to 30 minutes would not create an undue burden and/or a safety risk to the NAS.

Original signed by Maurice Hoffman for

Heather Hemdal  
Director, Air Traffic Procedures  
Mission Support Services  
Air Traffic Organization

April 5, 2017

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Date Signed