

# NOTICE

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

**N JO 7210.856**

**Effective Date:**  
March 5, 2014

**Cancellation Date:**  
July 24, 2014

**SUBJ:** Single Person Midnight Operations

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- 1. Purpose of This Notice.** This notice amends FAA Order JO 7210.3, 2-6-13 Single Person TRACON/Tower Midnight Operations.
- 2. Audience.** This notice applies to the Air Traffic Organization (ATO) service units: Air Traffic Services, 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/](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. Explanation of Policy Change.** The Fatigue Safety Steering Committee (FSSC) established a workgroup to review operational and procedural options, then identified and formulated criteria to use for long-term planning. The workgroup effort collaborated across numerous lines of business and included the National Air Traffic Controllers Association.
- 5. Procedures.** Replace FAA Order JO 7210.3, paragraph 2-6-13, Single Person TRACON/Tower Midnight Operations, with the following:

## **2-6-13. SINGLE PERSON MIDNIGHT OPERATIONS**

**a.** In order to ensure that a receiving controller is prepared to accept an aircraft, coordination between facilities/operational areas must be accomplished either manually via landline, or positively acknowledged via automation (for example, acceptance of the hand-off by keystroke entry), when an operational area is operated with one ATCS between the hours of 0000L and 0500L.

1. Coordination procedures during the time period defined in paragraph a. can be suspended during periods of increased traffic. An increase of traffic may include, but is not limited to, the following:

- (a) Late night SWAP events.
- (b) Military movement/exercises.
- (c) Multiple arrivals/departures in a short period of time.

2. The coordination procedures do not supersede existing requirements in FAA Order JO 7110.65.

3. Facilities must have local procedures to be used during the hours identified above. Such procedures are to be placed into local SOP or LOAs between facilities.

### **NOTE-**

*Automated coordination cannot be hand-offs that do not include human interaction.*

**b.** In the event there is no response from the facility/operational area with which coordination is attempted, immediate action must be taken to determine the status of the unresponsive controller and begin appropriate notification.

c. When operations permit, it is expected that functions will be consolidated to facilitate breaks in up/down facilities during midnight shifts.

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

**7. Background.** In the past, the Air Traffic Organization (ATO) experienced problems associated with the communication between facilities during midnight operations that resulted in impacts to our operational integrity where air traffic controllers were unresponsive to multiple attempts by adjacent air traffic facilities and airlines with respect to their operating status.



Elizabeth L. Ray  
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Air Traffic Organization

11/25/13  
Date Signed