

ORDER

**DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
SOUTHWEST REGION**

SW 6000. 22

5/2/83

SUBJ: OFFICE OF PRIMARY INTEREST (OPI) FOR F&E PROJECTS

1. PURPOSE. This order identifies the Office of Primary Interest (OPI) for F&E projects and establishes responsibility for the OPI to provide appropriate information as required.
2. DISTRIBUTION. This order is distributed to section level in Air Traffic, Flight Standards, Airports, Logistics, and Airway Facilities Divisions; division level in all other regional offices; and to all Air Traffic, Flight Standards, Airports, and Airway Facilities field offices.
3. BACKGROUND. Most F&E projects involve two or more divisions during the planning, budgeting, and implementation phases of the project. Requests for information, both from within and outside the agency, are often directed to more than one division for reply. This results in two or more offices attempting to provide the same information and often leads to confusion and possible conflicting data. This order identifies an Office of Primary Interest which will be responsible for preparing all information and answering all inquiries regarding the particular project.
4. DEFINITIONS.
 - a. Office of Primary Interest (OPI). The Office of Primary Interest is the division having principal responsibility for the F&E project. The OPI will usually change as the project transitions from one phase to another during the planning, budgeting, and implementation phases.
 - b. Supporting Office. Any office involved in an F&E project that provides data to the OPI.
5. GENERAL GUIDELINES.
 - a. Planning and Budgeting Phase. During the planning and budgeting phase of an F&E project, the OPI will be the division sponsoring the project. For example, the Air Traffic Division will be the OPI for a planned air traffic control tower; the Flight Standards Division will be the OPI for a planned ILS/MALSR.

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b. Implementation Phase. During the Implementation phase, that is, after the F&E project has been included in an approved appropriation and assigned to the region for accomplishment, the OPI will usually be the Airway Facilities Division.

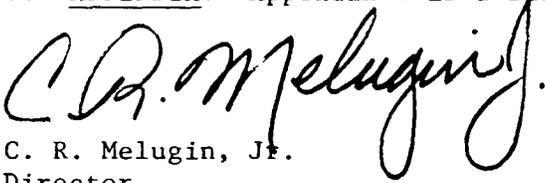
6. RESPONSIBILITIES.

a. Office of Primary Interest. The OPI identified in Appendix 1 will prepare and coordinate with other supporting offices all briefing items, Director's Issue Papers, etc., and responses to all requests for information.

b. Supporting Office. Support offices will provide requested data to the OPI to assist the OPI in carrying out its responsibility.

c. Other Offices and Staffs. All offices and staffs having a need for information regarding an F&E project will direct their inquiries only to the OPI identified in Appendix 1; if not listed, follow general guidelines under paragraph 5.

7. APPENDIX. Appendix 1 is a list of F&E projects identifying the OPI.


C. R. Melugin, Jr.
Director