ORDER

6010.7

JOINT ACCEPTANCE INSPECTION

May 14, 2004

DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

Distribution: A-W(ND/UA/RS/AF/NI/OS/OP/VN/FZ/ SR/AT/TA/TP/TT/TB)-2; A-X(AF/AT/FS/LG)-2; A-Y(AY/DE)-2; A-Z(CB/CX)-2; A-FAF/FAT-0 (MAX)

Initiated by: Technical Operations

RECORD OF CHANGES

DIRECTIVE NO. 6010.7

CHANGE TO BASIC	SUPPLEMENTS			OPTIONAL	CHANGE TO BASIC	SUPPLEMENTS			OPTIONAL

FOREWORD

This order establishes the requirements for accomplishing, documenting, and reporting Joint Acceptance Inspections (JAIs) for FAA maintained and/or owned facilities/systems/equipment used in the National Airspace System (NAS). Reference data required by this order will serve as a historical record of facility performance from the date of facility establishment to the date of facility decommissioning.

Russell G. Chew
Chief Operating Officer

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CHAPTER 1. GENERAL

100. PURPOSE.

This order establishes the requirements and provides guidance for:

a. Conducting the Joint Acceptance Inspection (JAI) as specified in FAA Acquisition Management System (AMS) Policy and outlined in the Acquisition Management System.

b. Accomplishing, documenting, and reporting formal JAIs and related activities.

c. Gaining consensus of the involved offices that the project has been completed in accordance with applicable directives, standards, and specifications, and the facility/system/equipment is capable of providing the services required within established standards and tolerances.

d. Transferring custody and/or maintenance responsibilities of facility/system/equipment from the Project Implementer (PI) to the office responsible for maintenance.

e. Clearing exceptions and/or design deficiencies noted/documented during the JAI process.

101. DISTRIBUTION.

This Order is distributed in Washington headquarters to the division level in the Office of Communication, Navigation, and Surveillance Systems; Office of Air Traffic Systems Development; Air Traffic System Requirements; Airway Facilities; Air Traffic Service; and the Terminal Business Service; to the division level in the regional Airway Facilities, Air Traffic, Flight Standards, and Logistics divisions; to division level at the FAA Logistics Center and FAA Academy at the Mike Monroney Aeronautical Center; to division level in the Office of Innovations and Solutions, and the Office of Operations, Technology, and Acquisition at the William J. Hughes Technical Center; and to all Airway Facilities and Air Traffic field offices with a maximum distribution.

102. EFFECTIVE DATE.

All provisions of this order are effective upon implementation of Order 6030.45B, Facility Reference Data File (FRDF).

103. EXPLANATION OF CHANGES.

This order:

a. Supersedes JAI and Contractor Acceptance Inspection (CAI) procedures prescribed in FAA Order 6030.45A, Facility Reference Data File (FRDF).

b. Retains specific guidance to the FRDF in FAA Order 6030.45. Decommissioning and Commissioning procedures are referenced in FAA Order 6000.15, General Maintenance Handbook for Airway Facilities.

c. Updates current organizations and titles.

d. Establishes a CAI Coversheet Form.

e. Establishes national criteria for determining if a JAI is necessary.

f. Defines JAI activities by the magnitude of scope, subsequently replacing the need for partial JAIs.

g. Details the processing and disposition of design deficiencies.

h. Establishes a Joint Acceptance Inspection Review Board (JAIRB).

i. Coincides with a national JAI tracking database.

104. DEFINITIONS AND ACRONYMS.

Refer to Appendix 1, Definitions, for selected terms contained in this order and Appendix 2, Acronyms, for acronyms used in this order.

105. FORMS.

All forms required by this Order are listed in Appendix 3, FAA Forms Required, and may be obtained from the FEDS Website at HTTP://FEDS.FAA.GOV. Hard copies can also be ordered from the FAA Depot.

106.-199. RESERVED.

CHAPTER 2. JOINT ACCEPTANCE INSPECTION (JAI) CRITERIA AND PARTICIPATION

200. INTRODUCTION.

Projects to establish, relocate, and improve FAA NAS facilities require the involvement and participation of several FAA offices with different responsibilities. These offices have special interests regarding specific aspects of the projects.

201. CRITERIA FOR DETERMINING IF A JAI IS REQUIRED.

This paragraph establishes the national criteria for determining if a JAI is required. A JAI shall be conducted if any of the following apply:

a. Before a new, improved, or relocated facility/system/equipment, as defined by Order 6000.5, Facility Service and Equipment Profile (FSEP), is accepted for maintenance and/or operation on a test or commissioned basis in the NAS.

b. When real property improvements are involved.

c. On all facility construction or equipment installation projects completed under contract, after acceptance from the contractor (CAI).

d. When requested by either the PI or System Management Office (SMO).

202. PARTICIPATION IN PROJECT IMPLEMENTATION.

The JAI for a project is accomplished at or near the end of the solution implementation phase, see Appendix 6. The project implementation requires that several activities be accomplished prior to, during, and after the JAI by the organizations involved in or concerned with the project. Summaries of the responsibilities of the individual organizations are provided in the following paragraphs. The summaries are not all inclusive, and organizations may have responsibilities in addition to those listed below:

a. Project Implementer (PI). The PI is the FAA entity implementing the project. In most cases this will be NAS Implementation Program. If it is not, the FAA organization that established the contract is the PI. Other FAA entities that may implement projects include Product Teams, Business Services, SMOs, AXX-470s, etc. The PI is responsible for:

(1) Establishing, installing, relocating, or modernizing facilities/system/equipment in accordance with established directives, standards, specifications, and instructions, by utilizing Government force and/or contract projects.

(2) Providing the affected organization an opportunity to review and participate in project planning during the engineering phase.

(3) Providing a copy of the final engineering package (transmittal) and/or project work order to the affected organization prior to the start of the project.

(4) Ensuring a risk management plan has been developed and communicated to the affected organization(s).

(5) Notifying, on a continuing basis, the affected organization, such as the Systems Management Office (SMO), Air Traffic (AT), Logistics (LG), Operations Branch (AXX-470), etc., of the project schedule which includes:

(a) Proposed CAI date,

(b) Proposed completion,

(c) Proposed JAI date.

(6) Providing a copy of the project contract to the affected organization prior to the start of the project, if applicable.

(7) Ensuring that training required by the contract is provided.

(8) Coordinating with SMO personnel the receiving, storing, and shipping of project materials.

(9) Coordinating with SMO personnel the release of operational equipment to facilitate project implementation.

(10) Soliciting recommendations, suggestions, and comments on project work from SMO personnel during the project, to assist in identifying discrepancies that possibly can be corrected prior to the preparation of the CAI and/or JAI.

(11) Notifying SMO personnel when the project will be ready for the JAI.

(12) Providing the FRDF binder as specified in FAA Order 6030.45, FRDF, for a new facility or when a significant change has occurred as a result of the project.

(13) Providing the appropriate FRDF information to the SMO in accordance with FAA Order 6030.45, FRDF. Development of the completed FRDF shall be a joint effort between the PI and the SMO.

(14) Coordinating with second-level support organizations to ensure the essential facility/system/equipment technical reference and performance parameters are available when maintenance technical handbook parameters are not developed at the time of the JAI.

(15) Providing the SMO with all warranty failure reports.

(16) Ensuring all modifications, Configuration Control Decision's (CCD's), manufacturer's field changes, and factory changes are current and documented for the first time commissioning, or while in the custody of the PI, of a facility/system/equipment.

(17) Coordinating with SMO personnel and other participants the flight inspection(s) required for facility acceptance and commissioning.

(18) Providing documentation to SMO personnel for reporting excess equipment.

(19) Providing an FAA representative as a Joint Acceptance Board (JAB) member with the authority to accept PI assigned exceptions.

(20) Disposing of residual project materials.

(21) Reviewing the validity of each exception based on project scope and conformance with applicable directives, standards, specifications, instructions, drawings, engineering plans, safety requirements, etc.

(22) Identifying and allocating sources of funds, or initiating budgetary action, as necessary to correct exceptions.

(23) Correcting assigned exceptions.

(24) Providing a representative to the JAI Review Board (JAIRB).

b. Regional Maintenance Division (AXX-400). Directs, manages, and administers maintenance and operation of the NAS. Supports NAS expansion and modernization programs. The AXX-400 organization is responsible for ensuring that the JAI process is adhered to. Within the AXX-400 Division, the Operations Branch (AXX-470) and Systems Management Offices (SMOs) have specific responsibilities as follows:

(1) **Operations Branch, AXX-470**. The AXX-470 organization is responsible for:

(a) Providing representatives to participate in JAI activities as needed.

(b) Reviewing all design deficiencies, determining actions to be taken, and reporting their disposition to the affected organizations, as needed.

(c) Identifying and allocating sources of funds, or initiating budgetary action, as necessary to correct exceptions.

(d) Correcting assigned exceptions.

(e) Reviewing engineering plans and specifications during the engineering phase and providing timely comments on the project plan to the PI.

(f) Identifying and resolving test equipment matters.

(g) Designating a regional JAI Program Point of Contact (POC) whose responsibilities include:

(h) Implementing procedures to ensure that JAI exceptions are adequately tracked, reviewed, followed-up on, and cleared in a timely manner.

(i) Ensuring the JAI process is conducted in accordance with this order and its intent.

(j) Scheduling JAIRB meetings when requested. The JAI Program POC shall chair the JAIRB meeting.

(k) Preparing JAI exceptions and design deficiencies clearance status reports for quarterly review and distribution.

(l) Administrating the Regional JAI database (i.e. assign new users, access levels, etc.), upon implementation of this feature.

(2) **Systems Management Office (SMO).** The SMO or designee is responsible for:

(a) Reviewing contract documents and engineering plans and specifications during the engineering phase and providing timely comments on the project plan to the PI.

(b) Ensuring a risk management plan has been developed and communicated to the affected organization(s).

(c) Providing qualified personnel at appropriate times throughout the project to witness and/or participate in the scope development, construction, installation, tune-up, testing, collection of technical reference data, CAI, flight inspection, and JAI. The SMO representative shall provide the PI with punch list items throughout the life of the project as the items are identified. This will avoid the necessity of repeating items at a later date and permit the customer to become familiar with new equipment and techniques.

(d) Coordinating the release of operational equipment to facilitate project implementation.

(e) Coordinating the receiving, storing, and shipping of project materials with the PI.

(f) Ensuring that modifications/CCD's and related documentation are current on existing equipment prior to the project implementation.

(g) Coordinating with PI, sponsor, and AT, the flight inspections required for facility acceptance and commissioning.

(h) Coordinating with Aviation System Standards (AVN), through either the Service Operation Center (SOC) or Operational Control Center (OCC), the scheduling of all flight inspections required for facility acceptance and commissioning.

(i) Designating a FAA representative to serve as the joint acceptance board (JAB) chairperson with the authority to accept SMO assigned exceptions.

(j) Preparing the JAI report. (Populating the national database when this feature becomes available.)

(k) Reviewing all JAIs for correctness and completeness.

(l) Reviewing the validity of each exception based on project scope and conformance with applicable specifications, drawings, engineering plans, safety requirements, etc.

(m) Accepting the facility/system/equipment into the NAS.

(n) Coordinating and following up on the clearance of exceptions, regardless of the organization assigned to the exception.

(o) Confirming the clearance of each exception within 10 workdays after acceptable corrective action has been taken.

(p) Notifying the PI of any unused project material remaining after the completion of the project.

(q) Disposing of excess equipment.

(r) Initiate FAA Form 6000-12, Change Document Facility Master File, if the facility is not currently in the Facility Service Equipment Profile (FSEP).

(s) Ensuring a copy of the signed JAI report is placed in the FRDF. Development of the completed FRDF shall be a joint effort between the PI and the SMO in accordance with FAA Order 6030.45, Facility Reference Data File.

(t) Identifying and allocating sources of funds, or initiating budgetary action, as necessary to clear exceptions.

(u) Correcting assigned exceptions.

(v) Provide a representative to the JAI Review Board (JAIRB).

c. Regional Air Traffic (AT) Divisions (AXX-500). The Regional AT divisions are responsible for:

(1) Providing FAA representatives to participate in JAI activities as needed.

(2) Verifying the adequacy of operational facility/system/equipment.

d. Regional Logistics (LG) Divisions (AXX-50). The Regional Logistics divisions are responsible for providing representatives to participate in the JAIs of projects for which the regional AXX-400 has identified as requiring special logistics attention and has requested the participation of the regional LG division.

e. Aviation System Standards. Aviation System Standards is responsible for:

(1) Providing the support necessary for accomplishing the preliminary (preparatory) and commissioning flight inspections, as required, of new, relocated, and modernized facilities/system/equipment.

(2) Determining if the operational status of a facility/system/equipment is in accordance with the established tolerances.

(3) Ensuring that Notices to Airmen (NOTAMs) are issued for any facility/system/equipment restriction.

f. Technical Operational Support. Technical Operational Support or the appropriate Business Service is responsible for:

(1) Issuing interim technical reference and performance requirements for facilities/system/equipment that are installed before the applicable maintenance technical handbook is issued.

(2) Providing technical support on system shakedown prior to JAI of new system deployments.

(3) Identifying and allocating sources of funds, or initiating budgetary action, as necessary to clear exceptions.

(4) Correcting assigned exceptions.

203.-299. RESERVED.

CHAPTER 3. PRELIMINARY JAI EVENTS

300. INTRODUCTION.

There are several activities that must occur before a JAI. The following paragraphs describe these preliminary JAI activities.

301. JOINT ACCEPTANCE BOARD (JAB).

A JAB shall be convened for each JAI using the following guidelines:

a. Composition. The JAB, at a minimum, will be composed of a representative from the PI and a representative of the SMO that is accepting the facility/system/equipment. The JAB may also include representatives from the Regional Maintenance Division, the Regional AT Division, Local AT, Logistics, Flight Standards, and second-level support organizations, etc. All representatives must be FAA employees.

b. Authority. The JAB members shall have full authority to determine the conditions of acceptability in accordance with established directives, standards, and specifications and to sign the JAI report for their respective offices. The SMO Manager may, however, non-concur with the determination made by the board by using the procedures in paragraph 404c.

c. Chairperson. The SMO representative, as designated by the SMO Manager, shall serve as chairperson of the JAB and shall be responsible for the preparation and distribution of the JAI report, as identified in Appendix 3. *Note: This will be accomplished via the national database, when this feature becomes available.* The report consisting of the cover sheet, checklist, exception clearance page, design deficiencies (if any exist), and any other required attachments, shall be completed.

302. FINAL PREPARATION FOR THE JAI.

Prior to conducting the JAI, the following preparatory actions shall be completed:

a. On contract (construction and electronic equipment installation) projects, a CAI shall have been accomplished and the facility/system/equipment accepted by the PI. See Appendix 4, CAI.

b. The PI shall request that the SMO provide qualified SMO personnel necessary for participating in and assisting with the final tune-up and adjustment, field testing, preparation of technical reference and performance records, and flight inspection of the facility/system/equipment. This shall be done at least ten (10) workdays in advance of the need for SMO participation in the project, to allow for workload planning.

c. All final facility/system/equipment tune-up, testing, and documentation work shall be completed.

d. When determined applicable by the SMO or PI, a preliminary inspection/walk-through shall be conducted using the JAI checklist as a guide to create a list of items for correction. The PI shall strive to correct all identified discrepancies or incomplete items prior to the JAI. The

facility/system/equipment shall be ready in all respects for acceptance by the SMO and, if so intended, for commissioning into the NAS.

e. Coordination with the SMO Manager and the AT Manager when Initial Operating Capability (IOC) has been achieved. This is considered to be the point when system, subsystems, and equipment hardware/software have successfully completed installation and checkout, site acceptance and testing, CAI, and field familiarization and have been declared ready for conditional operational use in the NAS.

303. NOTIFICATION REQUIREMENTS.

Proper notification of a proposed JAI shall be issued as follows:

a. The PI should notify his/her supervisor fifteen (15) workdays prior to the proposed date and time of a JAI and thereafter keep the supervisor informed of any changes.

b. The PI shall notify the SMO at least 10 workdays prior to the date the system/facility/equipment is ready for a JAI. This notification shall define the purpose of the JAI, the designated PI representative(s) who will participate, and if required, any special assistance that may be required of the SMO. The PI and the SMO shall set the JAI date.

c. The PI shall ensure that sufficient time is allowed for the JAI to be thoroughly and completely accomplished.

d. The SMO shall notify all other appropriate offices of the JAI.

304.-399. RESERVED.

CHAPTER 4. CONDUCTING A JAI

400. INTRODUCTION.

The JAB members, relevant FAA contractors, and invited participants, shall convene at the designated time, date, and place to complete the JAI. The portion of the JAI that involves AT and the AVN program areas, may be accomplished separately from the meeting of the JAB to complete the checklist. The board members shall use the JAI checklists to document their findings. A JAI is not complete until the JAB members have signed the JAI in the JAI database. *Note*: *This will be accomplished via the national JAI database when this feature is implemented.* The facility/system/equipment installation and operation shall be in accordance with established directives, standards, and specifications. The following guidance and guidelines shall be used for conducting a JAI:

a. Determine the scope of the JAI. The PI shall provide the specific scope of the inspection to the JAB chairperson. The JAI scope shall not exceed the project scope.

b. Coordination shall exist between the PI and the SMO as to the number of FSEP facilities that will have a JAI.

c. Coordination shall exist between the PI and the SMO as to the number of JAIs to be performed.

d. A project may affect multiple FSEP facilities. Each affected FSEP facility shall have at least one JAI.

e. Only the work identified in the JAI scope shall be inspected. Once that work is inspected, it shall not be subjected to another JAI.

f. Assign exceptions as appropriate.

401. INSPECTION CRITERIA (JAI CHECKLIST).

The establishment, relocation, modernization, or major modification of a facility/system/equipment for use in, or in support of, the NAS is dependent upon the facility/system/equipment meeting established performance and operational criteria. A JAI is necessary to ensure compliance with the various requirements pertaining to facility/system/equipment construction, installation, performance, and operation. Facility/system/equipment construction and/or installation shall meet the requirements of the engineering plan, drawings, applicable standards and specifications, and FAA directives. All references to directives, standards, and specifications pertain to the most current version.

FAA Form 6010-1, JAI Checklist, is indexed to the requirements in this paragraph (401). Section a validates the construction and installation of equipment, buildings, etc. Section b identifies performance requirements. Section c outlines commissioning flight inspection requirements. Section d identifies technical performance documentation and maintenance reference data. Section e lists logistics support requirements. Section f states the final acceptance and commissioning requirements.

a. Construction and Installation Requirements. The requirements for facility/system/equipment construction and installation are as follows.

(1) Construction/Installation Appearance. The construction/installation work shall be accomplished in a neat, professional manner that results in a satisfactory appearance.

(2) Roads/Grounds. Roads and Grounds shall meet the requirements of Order 6940.3, Maintenance of Roads and Grounds.

(a) Surface Condition. Roads and Grounds (site plot) shall be inspected to ensure that the correct type and amounts of surface materials have been provided. The site plot and roadway shall be properly paved, graded, leveled, ditched, or terraced as specified in the project scope.

(b) Erosion Control. Roads and Grounds shall not have excessive erosion. Slight erosion associated with the establishment of grass or other vegetation for erosion control is acceptable. It should be determined during the JAI if the vegetation cover is adequately established and whether further efforts will be required.

(c) Drainage. The Roads and Grounds shall be inspected to determine if drainage is adequate and whether culverts, ditches, etc., are correctly installed and constructed.

(d) Fences, Gates, and Cattle Guards. Fences, Gates, and Cattle Guards shall be installed in accordance with established directives, standards, specifications, guidelines, and project requirements. Fences and gates shall be properly grounded and bonded and metal gates shall be strapped to the grounded fence.

(e) Signs. FAA and US Government property/warning signs shall be installed at appropriate intervals on the sides of the facility/system/equipment and/or fence in accordance with FAA Order 1600.6, Protection of Agency Property, agency directives, and project specifications. All other signs shall be installed in accordance with established directives, standards, specifications, guidelines, project requirements, and local standards.

(3) Towers/Poles. Towers and Poles shall meet the requirements of FAA Order 6930.25, Maintenance of Structures and Buildings.

(a) Tower/Pole Construction. Towers and poles shall be carefully inspected to ensure they are correctly fabricated with the specified type and size bolts, screws, and fasteners.

(b) Paint/Finish Condition. The paint or finish condition should be satisfactory, and there should be no signs of rust or deterioration.

(c) Obstruction Marking/Lighting. Where applicable, obstruction markings and/or lights shall be properly displayed.

(d) Tower Grounding, Bonding, and Lightning Protection. The grounding, bonding, and lightning protection of towers and poles shall comply with project specifications and applicable agency requirements.

(e) Ladders, Steps and Railing Devices. Ladders, steps and railing devices should be inspected to ensure they are structurally sound and meet OSHA and FAA safety requirements. Note: This checklist item is only to evaluate for structural soundness. OSHA/FAA Safety violations are to be annotated under item 401.a.(11).

(f) Guys and Anchors. Guys and anchors should be inspected for proper installation and tensioning.

(4) Buildings. Buildings shall be constructed in accordance with FAA Order 6930.25, Maintenance of Structures and Buildings, applicable agency directives, specifications, guidelines, and project requirements, utilizing the type and quality of materials specified. All aspects of building construction shall be inspected prior to or during the JAI.

(a) Roof. The roof shall be properly installed, ventilated, adequately sealed, and without leaks. Gutters and down spouts shall be installed as specified.

(b) Exterior Walls. The exterior walls shall be satisfactorily painted or finished, properly caulked, and/or sealed. All trim shall be properly installed. Wall panels, sections, and materials shall have a correct fit and be properly secured with the required number of specified fasteners, bolts, screws, etc.

(c) Foundation. The foundation, including piers and pads, shall be level and have the proper height or thickness and shall be finished as specified. Foundations shall not have unacceptable cracks or aberrations IAW American Concrete Institute (ACI) manuals. Anchor bolts or fasteners shall be properly installed, spaced, and of the correct sizes and heights.

(d) Floors. Floors shall be level, properly finished, and have the specified paint or covering. The floor covering and baseboards, as appropriate, shall be correctly installed. There shall not be any indications of deterioration or inferior installation methods.

(e) Interior Walls. The interior wall panels, sections, and/or materials shall be properly installed, painted, or finished, and be properly secured with the required number of specified fasteners, bolts, screws, etc.

(f) Ceilings. Ceilings shall be properly installed, painted or finished, and trimmed.

(g) Lights. Ceiling lights, exit lights, and exterior lights shall be of the sizes and types specified. They shall be correctly installed, wired, and grounded in accordance with FAA Standard 019, FAA C-1217, National Electrical Code (NEC), and other applicable National Fire Protection Association (NFPA) safety standards.

(h) Openings. Doors, windows, vents, louvers, and perforations shall be the sizes and types specified, properly installed, fitted, sealed, and caulked. Closing mechanisms shall function properly and be of the correct type.

(i) Plumbing, Water, and Sewer Systems. The water and sewer pipes, tubing, drains, fixtures, and equipment should be installed in accordance with FAA Order 6920.2, Maintenance of Water and Sanitation Systems, applicable agency directives, specifications, guidelines, and project requirements.

(j) Steps/Stairs. Steps shall be of the proper height and have handrails in accordance with FAA Order 3900.19, FAA Occupational Safety and Health Program. Steps shall be level, properly finished, and have the specified paint or covering.

(k) Platforms. Platforms shall be installed in accordance with agency standards and specifications, shall be level, and if appropriate, have railings and toe-boards of the proper height and specifications in accordance with FAA Order 3900.19.

(l) Exit Signs. On new construction, all required EXIT signs shall be installed in accordance with FAA Order 3900.19, applicable FAA and EOSH safety requirements.

(m) Fire Protection. On new construction, the number and types of fire extinguishers specified by FAA Order 6930.1, Fire Prevention and Maintenance of Fire Protection Equipment, shall have been provided and properly installed. Fire detection and alarm systems in newly occupied buildings shall be installed and function as specified in FAA Order 3900.19.

(5) Electrical Power, Control, Signal, and Cable. Electrical Power, Control, Signal, and Cable, shall be properly installed, wired, and comply with agency directives such as FAA-C-1217, Electrical Work, Interior, FAA Orders 6950.17, Maintenance of Electrical Systems in Buildings, 6950.18, Maintenance of Electrical Distribution Systems, applicable maintenance handbooks, modifications, installation specifications, National Electrical Code (NEC), and other applicable National Fire Protection Association (NFPA) safety standards.

(a) Commercial Power. Voltages supplied to the facility/system/equipment shall be of acceptable quality and at the correct levels with full loading. Voltages shall be satisfactorily regulated and remain within acceptable limits with varying facility/system/equipment loads.

(b) FAA Supplied Power. (e.g., prime and standby engine/generator). Voltages supplied to the facility/system/equipment shall be of acceptable quality and at the correct levels with full load. Voltages shall be satisfactorily regulated and remain within acceptable limits with varying facility/system/equipment loads. Engine generators shall meet the requirements of FAA Order 6980.11, Maintenance of Engine Generators, and shall have been tested to ensure proper operation and ability of the engine generator to support the electrical power requirements.

(c) Power Transformers. All FAA power transformers and their enclosures shall be of the type and rating required to support the maximum power requirements of the facility/system/equipment.

(d) Wiring. Electrical wiring shall be properly installed and of the correct sizes, types, and color codes.

(e) Grounding, Bonding, and Shielding. Grounding systems shall meet the requirements of FAA-STD-019, Lightning Protection, Grounding, Bonding, and Shielding Requirements for Facilities.

(f) Lightning Protection. Lightning arresters and surge protectors shall be installed on the facility/system/equipment input power circuits, coaxial circuits, control cables, telco circuits, structures, towers, and poles in accordance with FAA Order 6950.19, Practices and Procedures for Lightning Protection, Grounding Bonding, and Shielding Implementation, and FAA STD-019, Lightning Protection, Grounding, Bonding, and Shielding Requirements for Facilities.

(g) Labeling. All distribution, demarcation, electrical outlets/switches, breakers, terminal panels, boxes, cabinets, and their associated signal, video, and control circuit terminals shall be properly labeled and identified.

(h) Power, Control, Signal, and Coaxial Cables. All cables installed shall have been visually inspected and electrically tested in accordance with FAA Order 6950.22, Maintenance of Electrical Power and Control Cable and/or 6650.10, Maintenance of Fiber Optic Communication Equipment. Cable installations(s) shall:

(1) Deliver voltages to the facility/system/equipment within prescribed tolerances where there is a cable or line run involved.

(2) Have all cable splices completed within prescribed tolerances.

(3) Have underground cable runs marked with cable markers of the correct size installed at the locations and intervals specified by FAA-C-1391, Installation and Splicing of Underground Cable. Ground counterpoises for underground cables shall comply with regional specifications.

(i) Transfer Switches. Transfer switches shall meet the requirements of FAA Order 6980.11, Maintenance of Engine Generators, and shall have been tested to ensure proper operation to transfer power with prescribed tolerances.

(j) Uninterruptible Power Supply (UPS), Power Conditioning System (PCS), Battery Backup Systems. The operation of UPS/PCS/Battery Backup Systems shall be in accordance with FAA Order 6980.25, Maintenance of Batteries for Standby Power, FAA Order 6980.29, Maintenance of Uninterruptible Power Supplies, applicable maintenance handbooks, or the manufacturer's instruction book if there is no applicable technical order.

(6) Environmental Systems. Heating, Ventilation, and Air Conditioning (HVAC) Systems. The HVAC systems shall provide heating, cooling, and ventilation to meet the project requirements. Performance of the HVAC systems shall be in accordance with FAA Order 6970.3, Maintenance of Environmental Systems, applicable maintenance technical handbooks, codes and standards, or manufacturer's instruction book if there is no applicable technical order.

(7) Remote Maintenance Monitoring (RMM). All facilities/systems/equipment requiring RMM shall have connectivity and operate in accordance with FAA Order 6000.53, Remote Maintenance Monitoring Interfaces, applicable maintenance technical handbooks, or manufacturer's instruction book if there is not applicable technical order.

(8) Antenna Systems. All antennas, associated transmission lines, and mounting mechanisms shall be in satisfactory physical condition, properly identified and labeled as to type, frequency, etc. Antenna systems shall meet the requirements of applicable maintenance technical handbooks, or manufacturer's instruction book if there is no applicable technical order. All ground check and surveyed reference markers required by the project plan and/or technical handbooks shall be installed and properly identified.

(9) Equipment Modifications, NAS CCD, Manufacturer's Field Changes and Factory Changes. All nationally approved modifications, manufacturer's field changes, local CCDs for which

kits/materials are available, and applicable factory changes shall have been completed, per FAA Order 6032.1, National Airspace Modification Program. Note: Modifications required for existing equipment shall be a SMO responsibility. Modifications required for new installations shall be a PI responsibility.

(10) Telecommunications (Telco) Equipment. Telco equipment shall have been tested for operational acceptability and shall meet project specifications. Line quality and levels shall be as specified for the facility/system/equipment. Telco systems shall meet the requirements of FAA Order 6000.22, Maintenance of Analog Lines, FAA Order 6470.29, Maintenance of En Route Air To Ground Communications Facilities, applicable maintenance technical handbooks, or manufacturer's instruction book if a maintenance technical handbook has not been published.

(11) Environmental Occupational Safety & Health (EOSH). A separate EOSH inspection is required to be performed by the SMO in accordance with FAA Order 3900.19 on all new and relocated facilities and facilities, which have undergone major modernization. This separate inspection is NOT considered to be a part of the JAI. The facility/system/equipment shall be in compliance with all applicable FAA and EOSH requirements. Unsafe conditions identified during the inspection may be classified as minor or major exceptions depending on the danger posed by the unsafe conditions.

(a) Safety Items. All required safety items such as safety boards, eye wash kits, safety climbing devices, face shields, insulating rubber gloves, hot stick, etc., shall be in place. This list is not intended to be all-inclusive; consult with the local EOSH coordinator.

(b) Radiation Health Hazard Survey. A Radiation Health Hazard Survey shall have been conducted on Radar and other specified facilities in accordance with FAA Order 3900.19. For joint-use facilities, the radar site safety survey conducted by the military will be acceptable in lieu of the FAA radiation health hazard survey. If a facility/system/equipment does not meet the requirements of FAA Order 3900.19, a major exception will exist until the problem is corrected.

(12) Security. Locking devices, locks, cores, and keys of the approved types shall have been provided and installed. The security features of the facility/system/equipment shall be inspected and comply with FAA Order 1600.6, Facility Security Policy, FAA Order 1600.69, FAA Facility Security Management Program, applicable maintenance technical handbooks, or manufacturer's instruction book if a maintenance technical handbook has not been published.

b. Performance Requirements. All facilities/system/equipment shall have been properly tuned and adjusted in accordance with applicable directives, specifications, guidelines, and/or instruction books. The performance requirements for a facility/system/equipment are as follows:

(1) Standards and Tolerances. All operating parameters shall be within applicable standards and initial tolerances specified by maintenance technical handbooks and/or other directives, or manufacturer's instruction books when maintenance directives are not yet published.

(2) Capability. The facility/system/equipment shall be capable of providing its intended functions and meet the requirements specified by applicable maintenance technical handbooks or other directives.

(3) **Compatibility.** The facility/system/equipment operation shall be compatible with other systems and equipment that it interfaces. Circuit types and impedances between various equipment units and a central system and other ancillary equipment shall be properly matched to provide satisfactory operation. Control, audio, or video levels to or between system components shall meet the requirements specified by applicable maintenance technical handbooks or other directives.

(4) **Reliability.** The facility/system/equipment shall have met applicable operational onsite tests for the specified periods of satisfactory operation. Reliability testing shall conform to the scope of the project and shall be observed by both the PI and the SMO representative. The PI shall provide the SMO representative sufficient advance notification of scheduled tests to permit the SMO representative to observe and participate in the tests. There shall not be any factors such as drift, instability, frequent failures or interruptions, aborts, lockups, etc., that would preclude the facility/system/equipment from being maintained in a condition that will provide satisfactory operation.

(5) **Maintainability.** Maintenance activities can be accomplished with adequate access to all components, test points, and adjustments as specified by FAA Order 6000.15, General Maintenance Handbook for NAS Facilities.

(6) **Electromagnetic Interference (EMI)/Radio Frequency Interference (RFI).** Proper installation techniques, such as, placement of equipment, placement of cables, shielding/grounding of cables, filtering devices, etc, must be employed to the extent practicable, to ensure that EMI/RFI is held to an acceptable level, i.e. no adverse effect to surrounding facility/system/equipment.

c. Commissioning Flight Inspection Requirements. When a facility/system/equipment requires a commissioning flight inspection in accordance with FAA Order 8200.1, United States Standard Flight Inspection Manual, commissioning can only occur after the following:

(1) **Flight Inspection Certification.** The flight inspector has determined that the operational status of the facility/system/equipment is in accordance with the tolerances established, and has certified it for operational use.

(2) **Issuance of Notice to Airmen (NOTAM).** When applicable, a NOTAM is issued for the facility/system/equipment.

d. Technical Performance Documentation and Maintenance Reference Data Requirements. The requirements for collecting, documenting, and establishing facility/system/equipment technical performance and maintenance reference records are as follows:

(1) **Facility Reference Data File (FRDF).** On new installations a FRDF binder shall have been established in accordance with FAA Order 6030.45, FRDF. The PI is responsible for providing the FRDF binder with dividers as specified in FAA Order 6030.45, for a new facility or when a significant change has occurred as a result of the project. The SMO representative is responsible for ensuring a copy of the signed JAI report is placed in the FRDF. Development of the completed FRDF shall be a joint effort between the PI and the SMO in accordance with FAA Order 6030.45.

(2) **Technical Reference Data Forms.** The records and materials listed by FAA Order 6030.45 shall have been prepared, completed, and/or made available to the SMO representative prior to or during the JAI.

(3) Instruction Book(s) and/or Manufacturer's Technical Manual(s). Two copies of final or preliminary instruction books shall have been provided to the SMO representative for each type of facility/system/equipment involved with the project. Preliminary instruction books (manufacturer's technical manual(s)) will constitute a minor exception until replaced with final copies. The PI is responsible for obtaining final instruction books to replace preliminary instruction books.

(4) Maintenance Technical Data. A copy of all maintenance and software procedures, automation documentation, exercise, checkout date, etc., applicable to the facility/system/equipment shall be provided to the SMO representative.

(5) Drawings. Facility/system/equipment drawings, as defined by the project scope, are to be provided to the SMO representative. Pre-construction and existing condition updates, outside the project scope, should not be part of this requirement. The JAI requirements for facility drawings are as follows:

(a) Red-line drawings shall reflect the current configuration of the facility/system/equipment, but are not in final format. One set of red-line drawings shall be provided to the SMO representative, and one set of red-line drawings remain with the PI to be converted into as-built drawings. When a red-line drawing is listed as an exception, the drawing number shall be listed on the JAI exception list. The list of red-line drawing numbers shall constitute one minor exception.

(b) As-built drawings shall include all required changes and conform to current FAA drawing standards. The PI shall provide three sets of the final as-built drawings to the SMO representative. When an as-built drawing is listed as an exception, the drawing number shall be listed on the JAI exception list. The list of as-built drawing numbers shall constitute one minor exception.

(6) Modification Records. The requirements for preparing and maintaining modification records follows:

(a) Airway Facilities Modification Record. SMO/PI personnel in accordance with FAA Order 6032.1, Modifications to Ground Facilities, Systems and Equipment in the NAS, shall have prepared FAA Form 6032-1, Airway Facilities Modification Record.

(b) Log Entry of Modification. SMO personnel shall have entered facility/system/equipment modification information into the FAA authorized automated log.

(7) NAS Change Proposal (NCP), Configuration Control Decision (CCD) and Waivers. Copies of all required NCP's, CCD's, and Waivers shall be provided to the SMO.

(8) Flight Inspection Report. A copy of the commissioning flight inspection documentation shall have been provided to the SMO. Note: A summary of the results of the commissioning flight inspection report may be substituted for the report until the final report is received.

(9) Maintenance Log Data Entry. SMO personnel shall have entered facility/system/equipment information into the FAA authorized automated log. The log will be used to document the commissioning and certifying activities of the facility/system/equipment for use in the NAS.

(10) Service Flow Diagrams. Emergency callback and, if applicable, account numbers shall have been populated in the OCC database in accordance with Operation in the NIM Environment (OPINE) Standard Operating Procedure (SOP). (Utilities, Police, Fire, Outage contacts, and General Points of Contact) Note: Population of this database is a SMO responsibility. This shall be considered a minor exception.

(11) Power, Control, Signal, and Coaxial Cable Documentation. Cable measurement data shall have been documented in accordance with FAA Order 6950.22, Maintenance of Electrical Power and Control Cables, and established directives, standards, and specifications.

(12) Facility Transmitting Authorization (FTA). The PI shall provide the SMO the necessary facility transmission authorization for the operation of a newly established frequency at a facility/system/equipment.

e. Logistics Support Requirements. The PI shall provide the following:

(1) Utilities. Billing and payment instructions required by the project shall be provided to the serving company/companies (i.e. electrical, water, telco, gas, and sewerage services). The SMO representative shall be provided the contract if applicable and billing/customer identification numbers assigned by the utility companies.

(2) Equipment Warranties. All applicable warranties for installed electronic and environmental equipment, working equipment, etc., shall be provided to the SMO representative.

(3) Failures Under Warranty. All items that have failed under warranty prior to JAI shall be reported in accordance with FAA Order 4650.20, Reporting and Replacement of Items Failing Under Warranty. The SMO representative shall be provided a copy of all FAA Forms 4650-10, Warranty Failure Report, and related shipping documents.

(4) Working Equipment and Supplies. The required working equipment items shall be provided for new facilities as listed on schedules A and B in FAA Order 4630.2, Standard Allowance of Supplies and Working Equipment for National Airspace System Facilities. Schedule A items are typically depot supplied and Schedule B items are typically GSA or locally procured items. On facility/system/equipment improvement projects, only working equipment required as a result of the project shall be supplied.

(5) Leases and Titles. The SMO representative shall be provided copies of leases pertaining to leased land or space, or Title documents for FAA owned property. The documents shall fully describe the property boundaries, rights-of-way, easements, leased space provisions and requirements, and vehicle parking provisions as applicable.

(6) Real Property. A physical inventory of real property (lands, buildings, permanent structures, cable, conduit, etc.) provided by the project, shall be completed and documented using the intranet based capitalization form.

(7) In-Use Personal Property. A physical inventory of in-use personal property, FAA Form 4650-12, provided by the project shall be completed and documented. In-use personal property is any item of personal property performing or serving an assigned operational function, is permanent

in nature, and does not fit the real property category. In-use personal property includes equipment such as antennas, electronic equipment, engine generators, portable and installed test equipment, etc.

(8) Equipment and Project Material. The project material requirements are as follows:

(a) Project Material Cumulative (PMC) Report. The PI shall obtain a current copy of the PMC from Logistics. Red-line the PMC report with equipment installed, equipment removed, equipment not used, the project specific test equipment inventory, and the project specific spare parts inventory, and return it to the JAI chairperson (for the SMO logistics office) at or before the JAI, in accordance with FAA Order 4650.7, Management of NAS F&E Project Material. The PMC red-lines shall contain the FAA barcode, NSN, manufacturer, model, serial number, and quantity of each item.

(b) Residual Project Material. The PI, in coordination with the SMO representative, shall make arrangements to store the residual project material until it is shipped to other locations. Note: Commercial storage may be utilized if FAA storage facilities are not available. The PI shall notify the regional Logistics Division through established channels if problems exist with storage of residual project materials.

(c) Test Equipment. As required by the project scope and/or the Project Status Report (PSR), test equipment shall be provided, or readily available from other sources.

(d) Spare Parts. As required by the project scope and/or the PSR, spare parts and a spare parts list shall be provided, or readily available from other sources.

(9) Excess and Surplus Personal Property. The SMO shall take action to dispose of excess or surplus personal property in accordance with FAA Order 4800.2, Utilization and Disposal of Excess and Surplus Personal Property, SF-120.

f. Final Acceptance and Commissioning Requirements. The requirements for final acceptance and commissioning are as follows:

(1) Final Preparation for Facility/System/Equipment Operation. As applicable, final refinement of equipment adjustments, operating procedures, methods, adaptation, and parameters shall be successfully completed. AT operational personnel shall be briefed on the operational characteristics of the facility/system/equipment.

(2) Training. A sufficient number of personnel assigned maintenance responsibilities shall be trained and/or certified in accordance with FAA Order 3400.3, Airway Facilities Maintenance Personnel Certification Program. Note: This exception is typically a SMO exception and cannot be assigned to the PI, unless the training is required by the contract.

(3) Periodic Maintenance (PM). The PM scheduler shall be populated by the responsible SMO in accordance with FAA Order 6000.15, Airway Facilities General Maintenance Handbook, and applicable maintenance technical handbook, or manufacturer's instruction book if a maintenance technical handbook has not been published.

(4) Instrument Approach Procedures (IAP). The IAP for a facility/system/equipment that has a direct bearing on instrument flight rules (IFR) capability shall be established and the effective date of the IAP published in accordance with FAA Order 8260.26, Establishing and

Scheduling Standard Instrument Procedures Effective Dates, prior to commissioning for use into the NAS.

(5) Facility, Service, and Equipment Profile (FSEP). As applicable, the SMO shall submit FSEP changes.

402. EXCEPTIONS.

Conditions within the scope of the project that do not meet FAA standards of acceptability are referred to as exceptions. Exception guidelines are as follows:

a. Exception Categories. The JAB members shall evaluate each identified exception and determine whether it is a major or minor exception based on the following criteria:

(1) Minor Exception. A condition that has no appreciable effect on facility/system/equipment operation or has only a slight effect on operational or maintenance workload. A minor exception does not prevent the facility/system/equipment from being commissioned and placed into service.

(2) Major Exception. A condition that has an adverse effect on facility/system/equipment, reliability of service, safety of personnel, or will result in excessive operational or maintenance workload. A facility/system/equipment with a major exception cannot be commissioned for service until the exception is resolved.

b. Documentation of Exceptions. All identified exceptions shall be indicated on FAA Form 6010-1, JAI Checklist, and fully documented on FAA Form 6010-2, JAI Exceptions List and Clearance Record. When exceptions exist, the JAI report shall, as accurately as possible, define the clearance actions necessary. When readily available at the JAI or disputed by the assigned office during the JAI, the specific authority (order, handbook, specifications, NEC, OSHA requirements, etc.) shall be provided for each exception. When an exception is cleared, the action(s) taken for correcting exceptions shall be indicated on FAA Form 6010-2, JAI Exceptions List and Clearance Record.

c. Major Exceptions. A facility/system/equipment with major exceptions cannot be recommended for acceptance by the JAB. The PI Manager is to be notified of an identified exception that will prevent a facility/system/equipment from being accepted for maintenance and/or operation prior to the completion of the JAI, so that every effort can be made to resolve the problem. The manager of the Maintenance Division and SMO manager, or designee, shall be immediately notified of the non-acceptance of a facility/system/equipment. The SMO Manager shall forward copies of the JAI report containing a major exception to the manager of the Maintenance Division, the designated division branches, and the PI Manager within five (5) workdays following a determination of non-acceptance.

Major exceptions do not constitute an invalid JAI, or that the report cannot be signed, or must be re-done. When there are major exceptions, the affected organizations shall work together to develop, document (on FAA Form 6010-2, JAI Exceptions List and Clearance Record), and execute a plan to resolve them in a timely manner. If the SMO or the PI deems it necessary, either party may require that the JAI be re-done with a new JAI date. If it is determined that a second JAI is required, the minor exceptions that remain open will be closed on the first JAI and transferred to the second. The first JAI

will then be closed. If a new JAI is not required, the original JAI report follows the normal process for JAI reports.

d. Assignment of Exception Clearance Actions. The JAB shall assign an action office and the action required to clear the exception, for each exception identified during the JAI. All pertinent factors should be carefully considered in assigning clearance actions. All members of the JAB should cooperatively strive to assign action items to the office that can accomplish them in the most expeditious and efficient manner. In some cases, portions of an action should be assigned to both the PI and the SMO to expedite completion. The action office is responsible for notifying and coordinating with other organizations to accomplish the clearance actions. Only the Regional JAI Program POC will have the authority to change the exception assignment within the JAI database.

e. JAB Agreement On Exceptions. If there are no objections concerning the exceptions from any of the JAB members, the ranking member of each organization constituting the JAB shall sign the JAI report (FAA Form 6010-6).

f. Dispute Resolution. It is recommended that disputes be resolved at lowest possible level. If there are objections to an exception, the item will be listed on the JAI as an exception with the action office being the JAI Program POC. The dissenting board members shall state their positions and recommendations in the REMARKS section of the form and, if necessary, on additional sheets of paper. Any additional documentation shall be attached to the JAI. Regardless of dispute(s), all JAB members must sign the JAI. The recommendation by the JAB for facility/system/equipment acceptance or non-acceptance is independent of dispute resolution.

The JAI Program POC will then convene a JAI Review Board, JAIRB, as outlined in paragraph 505, within thirty workdays of the JAI. The JAIRB will validate and assign the action office for the JAI exception using the additional information generated by the dissenting JAB member(s).

403. DESIGN DEFICIENCIES.

A design deficiency exists when a project is implemented within the original scope, yet may not meet fundamental customer requirements. Items pertaining to design deficiencies that are identified during the JAI shall be listed on FAA Form 6010-3, Design Deficiency, in the JAI report. A full description should be provided for each item along with the recommended corrective action and cost estimate if available. These items shall not be treated as exceptions, but shall be forwarded to the AXX-470 POC for a determination in accordance with paragraph 503 of this order. AXX-470 shall provide the SMO Manager a quarterly report of the disposition of these design deficiencies.

404. PROJECT ACCEPTANCE.

The members of the JAB shall determine if implementation of the facility/system/equipment is satisfactory and provides its advertised service. The ultimate determination that the facility/system/equipment will be commissioned for service shall be dependent upon technical performance, results of flight inspection, and attainment of required operational service. The facility/system/equipment shall have been examined or inspected as necessary to ensure that final refinement of operating parameters, procedures, methods, and adaptation are accomplished, and the facility/system/equipment is ready to be placed into operational use.

Note: An operational readiness demonstration (ORD) date shall be determined after the JAI has been

completed. The ORD formally documents that the facility/system/equipment is ready to support the real-time AT control tasks, the readiness of personnel, procedures, hardware, software, and support services.

Acceptance of a facility/system/equipment can be made with minor exceptions provided the exceptions do not adversely affect personnel safety, maintainability, reliability, or operational services to the extent that the facility/system/equipment cannot be used to properly satisfy the intended functions. Every effort must be made to reach a consensus at the JAI by the JAB members concerning the exceptions and the recommendation for project acceptance. To conclude the inspection process, the JAI Cover Sheet must be completed as follows:

a. JAB Recommendation for Project Acceptance. Based on their findings, the JAB denotes the quantity of minor exceptions, major exceptions and design deficiencies. The JAB Chairperson shall check the appropriate recommendation box on the JAI cover sheet, regardless of disputes over individual exceptions, as follows:

(1) Recommend. The JAI Chairperson selects this box to indicate that the JAB is recommending the facility/system/equipment for acceptance into the NAS.

(2) Do not recommend. The JAI Chairperson selects this box to indicate that the JAB is recommending the facility/system/equipment NOT be accepted into the NAS.

Each JAB member must sign the report within three workdays. NOTE: Once the JAI report is signed by at least one JAB member, exceptions can no longer be inserted or deleted.

The SSC Manager then reviews the JAI report.

b. SSC Manager Recommendation for Project Acceptance. The SSC Manager, or designee, reviews the JAI report and checks the appropriate concurrence box as follows:

(1) Concur. The SSC Manager selects this box and signs the JAI report, to indicate concurrence with the JAB recommendation.

(2) Non-Concur. The SSC Manager selects this box and signs the JAI report, indicating non-concurrence with the JAB recommendation. Additionally, dissenting comments shall be attached to the JAI report.

The SMO Manager then reviews the JAI report.

c. SMO Manager Statement Acceptance. The SMO Manager, or designee, reviews the JAI report and checks the appropriate concurrence box as follows:

(1) Concur. The SMO Manager selects this box and signs the JAI report to signify formal acceptance of the facility/system/equipment from the PI.

(2) Non-Concur. The SMO Manager checks the non-concur box and signs the JAI report to signify that the facility/system/equipment is NOT being accepted from the PI. Additionally, dissenting comments shall be attached to the JAI report.

The SMO Manager must sign the JAI report within 10 workdays of the JAI date. In the event that this suspense date is not met, the AXX-400 Manager shall be notified.

If the SMO Manager non-concurs, the dissenting decision must be elevated immediately to the JAI Review Board (JAIRB) for resolution (See paragraph 505, JAIRB).

405. DISTRIBUTION OF THE JAI REPORT.

The JAI report shall be distributed to:

- **a.** The PI office.
- **b.** The SMO office.
- **c.** The SSC office.
- **d.** The AXX-470 office.
- **e.** Each JAB member.
- **f.** Each office assigned an exception.
- **g.** Offices specified by any Regional requirements.

The official JAI report shall be maintained in the national JAI database (when this feature becomes available). Organizations requiring distribution of the JAI report will have access to the database.

406-499. RESERVED.

CHAPTER 5. DISPOSITION OF JAI EXCEPTIONS AND DESIGN DEFICIENCIES.

500. INTRODUCTION.

After the JAI Cover Sheet and Checklist have been completed, post JAI activities begin. The disposition of JAI exceptions involves various tasks to ensure accurate and timely clearance of exceptions.

501. MONITORING EXCEPTIONS.

The JAI Program POC is responsible for implementing procedures to ensure that JAI exceptions are adequately tracked, reviewed, followed-up on, and cleared in a timely manner. The JAI Program POC shall maintain FAA Form 6010-2, JAI Exceptions List and Clearance Record, as the control (suspense) document and provide updates or printouts depicting the current status of all exceptions to the SMO. It is the responsibility of all parties to ensure that exceptions are cleared in an expedited manner. The JAI Program POC responsibilities are as follows:

a. Ensuring correctness and completeness of identified exceptions.

b. Convening a JAIRB to resolve disagreements on exception action office assignments.

c. Coordinating changes in action office assignments with all organizations affected.

d. Coordinating approved waivers with all organizations affected.

e. Ensuring that all exceptions are cleared in a timely manner.

f. Preparing JAI exception clearance status reports for quarterly review and distribution to the Maintenance Division, the SMO, and the local NAS Implementation Center (or other PI as applicable)

g. Initiating the appropriate National Change Proposal (NCP) when local modifications or deviations from national standards or criteria are required, and accomplishing the actions as directed by the resulting CCD(s).

502. EXCEPTION CLEARANCE ACTIONS.

The following process shall be used to report, approve, clear exceptions, and close the clearance record:

a. The Action Office shall notify the SMO when a clearance action has been completed using FAA Form 6010-2, Exceptions List and Clearance Record.

b. The SMO shall concur or non-concur with the exception clearance action taken within ten (10) workdays of receipt of notice, using FAA Form 6010-2. The PI will be notified of this decision.

c. Clearance of Exceptions. An exception shall normally be reported as cleared when the actions required to resolve the exception have been completed. However, at times, the initiation of clearance actions, such as the ordering or procurement of items, the funding of a special maintenance project, the submission of a budget request, etc., may, at the discretion of the SMO, be considered as clearing an exception. This type of clearance action shall be explicitly documented to indicate that although the JAI exception has been cleared, the actual work is not yet complete.

d. Waiver of Exceptions. All exceptions must be cleared via the normal JAI process, except where waived by the JAI Review Board. A waiver is necessary when a determination has been made that clearance action is no longer required or budget funds cannot be obtained to accomplish the clearing action. Exception clearance actions will be waived only when it has been determined that there will be no significant impact on facility/system/equipment operation or personnel safety. This clearance action shall be explicitly documented on FAA Form 6010-2, Exceptions List and Clearance Record, as being the result of a waiver. The action office should request a waiver for exceptions that remain in the database beyond 1 year.

e. After all exceptions have been cleared, a copy of the final clearance record shall be filed in the FRDF, and provided to the regional logistics division.

503. MONITORING DESIGN DEFICIENCIES.

The JAI Program POC is responsible for implementing procedures to ensure that design deficiencies are adequately tracked, reviewed, followed-up on, and cleared in a timely manner. The JAI Program POC shall maintain FAA Form 6010-4, Design Deficiency List and Clearance Record, as the control (suspense) document and provide updates or printouts depicting the current status of all design deficiencies to the SMO. It is the responsibility of all parties to ensure that design deficiencies are operationally necessary, fiscally prudent, and cleared in an expedited manner. The JAI Program POC responsibilities are as follows:

a. Ensuring correctness and completeness of identified design deficiencies.

b. Convening a JAIRB to resolve disagreements on design deficiency action office assignments.

c. Coordinating changes in action office assignments with all organizations affected.

d. Coordinating approved waivers with all organizations affected.

e. Ensuring that all design deficiencies are cleared in a timely manner.

f. Prepare design deficiency clearance status reports for quarterly review and distribution to the Maintenance Division, the SMO, and the local NAS Implementation Center (or other PI as applicable)

g. Initiating the appropriate National Change Proposal (NCP) when local modifications or deviations from national standards or criteria are required, and accomplishing the actions as directed by the resulting CCD(s).

504. DESIGN DEFICIENCY CLEARANCE ACTIONS.

The following process shall be used to report, approve, clear design deficiencies, and close the clearance record:

a. The Action Office shall notify the SMO when a clearance action has been completed using FAA Form 6010-4, Design Deficiency List and Clearance Record.

b. The SMO shall concur or non-concur with the design deficiency clearance action taken within ten (10) workdays of receipt of notice, using FAA Form 6010-4. The PI will be notified of this decision.

c. Clearance of Design Deficiencies. A design deficiency shall normally be reported as cleared when the actions required to resolve the design deficiency have been fully completed. However, at times, the initiation of clearance actions, such as the ordering or procurement of items, the funding of a special maintenance project, the submission of a budget request, etc., may, through the decision of the JAIRB, be considered as resolving a design deficiency. This type of clearance action shall be explicitly documented to indicate that although the JAI design deficiency has been cleared, the actual work is not yet complete.

d. Waiver of Design Deficiencies. All design deficiencies must be cleared except where waived by the JAI Review Board. A waiver is necessary when a determination has been made that clearance action is no longer required or budget funds cannot be obtained to accomplish the clearing action. Design deficiency clearance actions will be waived only when it has been determined that there will be no significant impact on facility/system/equipment operation or personnel safety. This clearance action shall be explicitly documented on the design deficiency clearance record as being the result of a waiver. A waiver request should be generated by the PI for design deficiencies that remain in the database beyond 1 year.

After all design deficiencies have been cleared, a copy of the final clearance record shall be filed in the FRDF.

505. JAI REVIEW BOARD (JAIRB).

At the request of any JAI stakeholder, the Regional AXX-470 JAI Program POC shall convene a JAIRB to resolve JAI concerns regarding exceptions and design deficiencies. The board will include (at a minimum) representatives from each affected SMO, AXX-470, and PI. The JAI Program POC shall chair the JAIRB, and PIs (when other than NAS Implementation Program) may participate as appropriate. If the board cannot reach consensus, the matter will be elevated to the AXX-400 Manager for resolution. Proceedings will be documented, tracked, and distributed by the JAI Program POC. Each representative shall be empowered by their respective offices to make decisions and implement them. Board responsibilities include, but are not limited to:

a. Reviewing the validity of open exceptions, exceptions that may have been missed during the JAI, and/or design deficiencies based on project scope and conformance with applicable specifications, drawings, engineering plans, safety requirements, etc.

b. Ensuring that open exceptions and/or design deficiencies are cleared in a timely manner. This may entail negotiations to provide alternative resources in order to clear the item.

c. Analyzing open exceptions and/or design deficiencies from a cost/benefit standpoint. Ensure that an appropriate level of benefit will result from the expenditure of resources required to clear the item.

d. Providing information to appropriate office(s) for the procurement of items, the funding of a special maintenance project, and the submission of a budget request.

e. Verifying that clearance action office assignments are appropriate and reassign where warranted.

f. Waiving exceptions and/or design deficiencies only when the determination is made that there will not be significant adverse impact to facility/system/equipment operation or personnel safety.

g. Determining appropriate actions to be taken when latent defects are identified.

h. Resolving disagreements encountered as a result of the JAI process.

506. RETENTION OF JAI REPORTS.

A copy of applicable JAI reports shall be retained in the FRDF, where appropriate, as a historical record for the life of the facility/system/equipment. The regional Maintenance Division and the SMOs may establish additional JAI report file requirements, as deemed necessary.

507.-599. RESERVED.

Resident Engineer (RE). The RE is the field representative of the FAA office that has responsibility for contract administration.

Scope of JAI. The portion of the Project Scope that is being inspected.

Scope of Project. The boundaries of the project identified in the engineering plan.

Site/System Acceptance Testing. The site/system acceptance testing is the testing, checkout, and documentation that an installation contractor is required to accomplish and demonstrate to the agency that facility/systems/equipment installed by the contractor meets contract specifications for installation and operation of hardware and software and, where applicable, integration with other systems. Acceptance testing may be accomplished in phases and will usually include a demonstration that the systems or equipment are capable of operating for a specified period without failure or error. The agency representative (COTR/TOR) will participate in the testing, checkout, documentation, and demonstration activities as stipulated in the contract.

Solution Implementation Phase. The phase of the lifecycle acquisition process that begins after the Joint Resources Council (JRC) selects a solution and establishes an acquisition program. It ends when the new capability goes into service. This phase is normally characterized into three sets of activities, (1) planning solution implementation, (2) obtaining the solution, and (3) deploying the solution, and is led by the Integrated Product Team assigned by the JRC at the investment decision.

Standards and Tolerances. Standards and tolerances are the standard values and the allowable deviations (tolerances/limits) for system/equipment technical parameters. A tabulation of standards and tolerances is contained in chapter 3 of the applicable maintenance technical handbook. When authorized, the standards and tolerances listed in manufacturer's instruction books may be used on an interim basis until the issuance of the applicable maintenance technical handbook.

System Shakedown. The system shakedown is the critical period of testing that is accomplished after the FAA takes full responsibility for a system and software from the contractor. System shakedown begins after completion of the site/system acceptance testing by the contractor and ends when JAI activities begin.

Technical Performance Record (TPR). The TPR (FAA 6000 series forms) provides a record showing how a facility/system/equipment performs over a period of time. The facility/system/equipment parameters measured during periodic maintenance activities usually are included on this record.

Technical Reference Data Records (TRDR). The TRDR, FAA Form 6030-17, is a record of facility/system/equipment reference parameter data at the time of commissioning. The data is required for accomplishing maintenance or engineering analysis of facility/system/equipment performance and for conducting evaluations.

FAA Form 6030-17 is used to record the reference parameters that are specified by chapter 3 of applicable maintenance technical handbooks and additional site peculiar data required by other national or regional directives. When a maintenance technical handbook has not been published at the time of commissioning of new equipment, interim technical reference data shall be recorded as specified in the FRDF Order.

Transmittal. A mechanism used to convey or dispatch information (typically associated with the engineering packages).

APPENDIX 2. ACRONYMS.

AMS	FAA Acquisition Management System
AT	Air Traffic
ATC	Air Traffic Control
AXX-50	Regional Logistics Division
AXX-400	Regional Airway Facilities Division
AXX-470	Regional Operations Branch
CAI	Contractor Acceptance Inspection
CCD	Configuration Control Decision
CNS	Communications, Navigation, and Surveillance
COTR	Contracting Officer's Technical Representative
EOSH	Environmental Occupational Safety and Health
FIFO	Flight Inspection Field Office
FRDF	Facility Reference Data File
FS	Flight Standards
FSEP	Facility, Service, and Equipment Profile
HVAC	Heating, Ventilation, and Air Conditioning System
IAP	Instrument Approach Procedure
IFR	Instrument Flight Rules
JAI	Joint Acceptance Inspection
JAB	Joint Acceptance Board
JAIRB	JAI Review Board
JCN	Job Control Number
JON	Job Order Number
LG	Logistics
NAS	National Airspace System
NEC	National Electric Code
NFPO	National Flight Procedures Office
NIMS	NAS Infrastructure Management System
NOTAM	Notice to Airmen
OCC	Operations Control Center
OPINE	Operating Procedures in the NIM Environment
OSHA	Occupational Safety and Health Administration
PCS	Power Conditioning System
PI	Project Implementer
PM	Periodic Maintenance
PMC	Project Material Cumulative
POC	Point of Contact
RMM	Remote Maintenance Monitoring
RTP	Resource Tracking Program
SMO	Systems Management Office
SOC	Service Operation Center
SSC	System Support Center
TOR	Technical On-site Representative
UPS	Uninterruptible Power Supply

APPENDIX 3. FAA FORMS REQUIRED.

The CAI report is composed of the CAI Coversheet and any checklist items. This order requires the CAI Coversheet only. FAA Form 6010-5, CAI Coversheet, and its instructions are included in Appendix 4.

The JAI report is composed of the following forms. FAA Forms 6010-6, 6010-1, and 6010-2 are mandatory. FAA Forms 6010-3 and 6010-4 are required only if a deficiency exists. These forms and their instructions are included in Appendix 5.

a. FAA Form 6010-6, JAI Coversheet. (Appendix 5, Figure 1)

b. FAA Form 6010-1, JAI Checklist. (Appendix 5, Figures 2-5)

c. FAA Form 6010-2, JAI Exceptions List and Clearance Record. (Appendix 5, Figure 6)

d. FAA Form 6010-3, Design Deficiency. (Appendix 5, Figure 7)

e. FAA Form 6010-4, Design Deficiency List and Clearance Record. (Appendix 5, Figure 8)

APPENDIX 4. CONTRACTOR ACCEPTANCE INSPECTION (CAI)

Most FAA construction work and a substantial number of electronic equipment installations are done on a contract basis. The PI assigns a resident engineer (RE) to construction projects and/or a technical on-site representative (TOR) or contracting officer's technical representative (COTR) to electronic equipment installation projects to ensure that the contractor performs in accordance with the terms of the contract. The RE or TOR is responsible for FAA coordination with the contractor. Activities of other FAA personnel during contract construction and installation of electronic equipment are coordinated through and by the RE or TOR.

a. Relationship of CAI and JAI. The CAI and JAI are two separate inspections.

(1) The CAI is the acceptance by the FAA, of a constructed or installed facility/system/equipment from the construction contractor or equipment installation contractor.

(2) The JAI is the acceptance by the SMO, of the constructed or installed facility/system/equipment from the PI, for maintenance and/or operation. The CAI is conducted by the RE or TOR prior to accomplishment of the JAI.

b. CAI Coversheet. A CAI coversheet, FAA Form 6010-5, Figure 1, is prepared for each inspection of contract work. A copy of this coversheet is to be forwarded to the appropriate Logistics Division and the PI Project Manager.

c. CAI Checklist. Prior to the CAI, a checklist is developed by the RE or TOR with the assistance of SMO personnel. A carefully prepared checklist will identify corrective actions that should be made by the contractor before the facility/system/equipment is accepted by the FAA and should reduce exceptions on the JAI.

d. Completion of CAI. The CAI is conducted after completion of contracted construction or installation. If site acceptance testing of a facility/system/equipment is required, the CAI is conducted after the testing is complete. The PI responsible for project implementation should attempt to have all of the discrepancies that were identified during the CAI, corrected prior to the JAI. The CAI coversheet, FAA Form 6010-5, and CAI checklist (if needed), is completed and provided to the Logistics Project Materiel Manager for inclusion into their JON folder and the PI Project Manager.

INSTRUCTIONS FOR FAA FORM 6010-5, CAI COVERSHEET (Figure 1).

(1) CAI number. Electronically assigned by national database: The first two characters represent the Region; the next two numbers represent the calendar year that the CAI was performed; then a dash followed by the letter 'C', which designates CAI; and the last five numbers are sequentially assigned.

(2-15) Title Block, Sections 2-15 are the same as the JAI Coversheet in Appendix 5, paragraph a.

(16) Contractor. Enter the business name of the contractor performing the work.

(17) Contract Number. Enter the number of the contract that authorized the expenditure of funds required to complete this work.

(18) Contract Date. Enter the date that the contract was awarded.

(19) Description of Project. Describe the work accomplished by the project.

(20) Description of Real Property Assets. Describe each real property asset that was accepted from the contractor.

(21) Name and Title of Person Performing the Inspection or Acceptance. List the FAA RE or TOR that is performing the inspection.

(22) Remarks. Enter any comments necessary to clarify the CAI.

(23) Punch List. Check the appropriate box to indicate if a punch list was completed. Also list the date that any punch list items will be completed.

Figure 1. FAA Form 6010-5, Contractor Acceptance Inspection Cover Sheet.

CONTRACTOR ACCEPTANCE INSPECTION REPORT	CAI COVERSHEET	CAI Number	Date of Inspection
		1	2

Job Control Number (JCN)	Related Job Order Number(s) (JONs)	Project Implementer	SMO	SSC
3	4	5	6	7

Cost Center Code	Location Identifier	Facility Type (FSEP)	Physical Location		Facility Ident. Code					Runway
			City	State	S	C	F	T	M	
8	9	10	11	12	13	13	13	13	13	14

Project Title:
15

Contractor:	Contract Number:	Contract Date:
16	**17**	**18**

Description of Project:
19

Description of Real Property Assets (List each asset separately):
20

Name and Title of Person Performing the Inspection or Acceptance:
21

Remarks:
22

☐ Punch List Attached. Recommended Date of Completion for Punch List Items: _____
☐ No Punch List. All Contract Deliverables Received by the FAA. **23**

CC: Contracting Officer,
Logistics Documentation File,
ANI Project Manager Project File

FAA Form 6010-5 (03/04) NSN: 0052-00-926-4000

APPENDIX 5. JAI FORMS AND INSTRUCTIONS

The JAI forms and respective instructions required by this order, as listed in Appendix 3, are in this appendix. Each form has the same title block (sections 1-15), which will only be defined in paragraph a. below.

a. FAA FORM 6010-6, JAI COVERSHEET (Figure 1).

(1) JAI number. Electronically assigned by national database. The first two characters represent the Region, the next two numbers represent the calendar year that the JAI was performed, and the last five numbers are sequentially assigned.

(2) Date of Inspection. The date the JAI actually occurred.

(3) Job Control Number (JCN). Regionally unique number assigned to specific projects within the Resource Tracking Program (RTP).

(4) Related Job Order Number(s) (JONs). Regional Budgetary Control Number.

(5) Project Implementer. The entity implementing the project.

(6) SMO. The affected Systems Management Office three letter identifier.

(7) SSC. The affected Systems Service Center three-letter identifier.

(8) Cost Center Code. The cost center of the affected SSC.

(9) Location Identifier. Alpha Numeric location identifier (LOCID) where the facility/service /equipment is physically located (can be found in FSEP).

(10) FSEP Facility Type. The FSEP facility equipment type of the facility/system/equipment. Note: The RTP facility type code does not always match the FSEP facility type, e.g. RTP typically lists ILS as the facility type. The correct FSEP facility type is more specific, such as GS, LOC, and MM.

(11) City. Full name of the location where the facility/service/equipment is actually located.

(12) State. The two-letter abbreviation of the State where facility/service/equipment is actually located.

(13) Facility Ident Code. From the FSEP, lists the facility/system/equipment features and capabilities in a five-digit code. The digits are broken out below:

S = System
C = Category
F = Facility
T = Type
M = Model

(14) Runway number. If applicable, list the runway impacted by this JAI. Typically, if the Facility Ident Code System Code (S) is a '3', then a runway must be listed here.

(15) Project Title. Short title of project.

(16) Description of Project. Describe the work accomplished by the project.

(17) Scope of JAI. Describe the work being inspected on this JAI.

(18) JAI Participants. Name and office (routing symbol) of all JAI participants.

(19) JAB Recommendation for Acceptance. The total number of major exceptions, minor exceptions, and design deficiencies is listed in their appropriate blocks. The 'recommend' or the 'do not recommend' box is checked, and then each JAB member signs the form. A detailed explanation of the JAB recommendation for project acceptance process is in Chapter 4, paragraph 404, section a.

(20) SSC Statement of Acceptance. The SSC manager, or designee, checks the appropriate concur/non-concur box, then signs and dates the form. A detailed explanation of the SSC statement for project acceptance process is in Chapter 4, paragraph 404, section b.

(21) SMO Statement of Acceptance. The SMO manager, or designee, checks the appropriate concur/non-concur box, then signs and dates the form. A detailed explanation of the SMO statement for project acceptance process is in Chapter 4, paragraph 404, section c.

b. FAA FORM 6010-1, JAI CHECKLIST (Figures 2-5). The JAI Checklist is composed of four sheets shown in Figures 2 through 5. All four sheets have identical title blocks and are to be populated as follows:

(1-15) Title Block, Sections 1-15 are the same as the JAI Coversheet in paragraph a.

(16) Checklist. The JAI Checklist lists the requirements that must be met for acceptance of a facility/system/equipment for use in the NAS. The requirements are organized in sections A through F. The JAI Checklist follows the structure in Chapter 4, paragraph 401. All checklist items must be reviewed and the appropriate requirements field notated (N/A, Yes, No). If 'No' is selected, then the exception must be documented on FAA Form 6010-2, JAI Exceptions List and Clearance Record.

c. FAA FORM 6010-2, JAI EXCEPTIONS LIST AND CLEARANCE RECORD (Figure 6).

(1-15) Title Block, Sections 1-15 are the same as the JAI Coversheet in paragraph a.

(16) Section/Item No. Section and Item Number from the JAI Checklist, FAA Form 6010-1.

(17) Major. Check this box if this is a major exception. Otherwise leave blank to indicate a Minor exception.

(18) Exceptions and Actions Required. Describe the exception and the action(s) required to clear (if known). List the authority (order, handbook, specification, National Electric Code, etc.) for each exception. Note: A proposed clearance date can be added to this section.

(19) Assigned Action Office. Enter the office responsible for taking action to clear this exception.

(20) Exception Clearance Date. Enter the date the exception is cleared.

(21) Corrective Actions and Responses, Date. Enter the date when an action or response to an action was taken.

(22) Corrective Actions and Responses, Org. Enter the organization that is completing the Action or Response on the form.

(23) Corrective Actions and Responses, Corrective Action or Response. The action office uses this field to describe the action taken to correct an exception. The SMO uses this field to respond to PI actions, and will write 'Exception Cleared' when the PI actions are acceptable for exception clearance.

d. FAA FORM 6010-3, DESIGN DEFICIENCY (Figure 7). An explanation of the design deficiency reporting process can be found in Chapter 4, paragraph 403.

(1-15) Title Block, Sections 1-15 are the same as the JAI Coversheet in paragraph a.

(16) Description of Project. Describe the work accomplished by the project.

(17) Detailed Description of Design Deficiency. Provide a detailed description of the design deficiency.

(18) Recommended Corrective Action. Describe the recommended corrective action and, when possible, provide a cost estimate.

(19) Offices to be Notified. List all offices to be notified of this design deficiency.

e. FAA FORM 6010-4, DESIGN DEFICIENCY LIST AND CLEARANCE RECORD (Figure 8). An explanation of the design deficiency tracking and clearance process can be found in Chapter 5, paragraphs 503 and 504.

(1-15) Title Block, Sections 1-15 are the same as the JAI Coversheet in paragraph a.

(16) Deficiency Description. Briefly describe the design deficiency from Form 6010-3, Design Deficiency.

(17) Assigned Action Office. Enter the office responsible for taking action to clear this design deficiency.

(18) Deficiency Clearance Date. Enter the date the exception is cleared.

(19) Clearance Actions and Responses, Date. Enter the date when an action or response to an action was taken.

(20) Clearance Actions and Responses, Org. Enter the organization that is completing the Action or Response on the form.

(21) Clearance Actions and Responses, Clearance Action or Response. The action office uses this field to describe the action taken to clear a design deficiency. The SMO uses this field to respond to those actions, and will write 'Design Deficiency Cleared' when the actions are acceptable for clearance.

Figure 1. FAA Form 6010-6, Joint Acceptance Inspection Cover Sheet.

JOINT ACCEPTANCE INSPECTION REPORT	COVER SHEET	JAI Number	Date of Inspection
		1	2

Job Control Number (JCN)	Related Job Order Number(s) (JONs)	Project Implementer	SMO	SSC
3	4	5	6	7

Cost Center Code	Location Identifier	Facility Type (FSEP)	Physical Location		Facility Ident. Code					Runway
			City	State	S	C	F	T	M	
8	9	10	11	12	13	13	13	13	13	14

Project Title:
15

Description of Project:
16

Scope of JAI:
17

Joint Acceptance Inspection Participants (Name/Office):

18		

JAB Recommendation for Acceptance:

We, the Joint Acceptance Inspection Board, have determined that the work described in this report has been completed in accordance with applicable directives, standards and specifications, with the following findings:

19 ☐ Major Exceptions, ☐ Minor Exceptions, ☐ Design Deficiencies/Improvements.

Based on these findings, we (☐ recommend, ☐ do not recommend), acceptance into the NAS.

SMO Representative (Chairperson)	Project Implementer Representative	Representative
Representative	Representative	Representative

SSC Statement of Acceptance:

I have reviewed the findings of this JAI Report and have determined that the recommendation of the JAB is acceptable. (If applicable, a letter is attached explaining non-concurrence.)

20

☐ Concur, ☐ Non-Concur _____ SSC Manager _____ Date

SMO Statement of Acceptance:

I have reviewed the findings of this JAI Report and accept the facility/system/equipment from the Project Implementer. (If applicable, a letter is attached explaining non-concurrence.)

21

☐ Concur, ☐ Non-Concur _____ SMO Manager _____ Date

FAA Form 6010-6, Page 1 of 1 (03/04)

Figure 2. FAA Form 6010-1, Joint Acceptance Inspection Checklist, Page 1 of 4.

JOINT ACCEPTANCE INSPECTION REPORT	CHECKLIST	JAI Number	Date of Inspection
		1	2

Job Control Number (JCN)	Related Job Order Number(s) (JONs)	Project Implementer	SMO	SSC
3	4	5	6	7

Cost Center Code	Location Identifier	Facility Type (FSEP)	Physical Location		Facility Ident. Code					Runway
			City	State	S	C	F	T	M	
8	9	10	11	12	13	13	13	13	13	14

Project Title:
15

ITEM NO.	REQUIREMENTS	REQUIREMENTS MEETS N/A	REQUIREMENTS MEETS YES	REQUIREMENTS MEETS NO	EXCEPTION CATEGORY MINOR	EXCEPTION CATEGORY MAJOR
16	**Section A. Construction and Installation Requirements.**					
1.	Construction/Installation Appearance.					
2.	Roads/Grounds.					
	a. Surface Condition.					
	b. Erosion Control.					
	c. Drainage.					
	d. Fences, Gates, and Cattle Guards.					
	e. Signs.					
3.	Towers/Poles.					
	a. Tower/Pole Construction.					
	b. Paint/Finish Condition.					
	c. Obstruction Marking/Lighting.					
	d. Tower Grounding, Bonding and Lightning Protection.					
	e. Ladders, Steps and Railing Devices.					
	f. Guys and Anchors.					
4.	Buildings.					
	a. Roof.					
	b. Exterior Walls.					
	c. Foundation.					
	d. Floors.					
	e. Interior Walls.					
	f. Ceilings.					
	g. Lights.					
	h. Openings.					
	i. Plumbing, Water, and Sewer Systems					
	j. Steps/Stairs.					
	k. Platforms.					
	l. Exit Signs.					
	m. Fire Protection.					

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Figure 3. FAA Form 6010-1, Joint Acceptance Inspection Checklist, Page 2 of 4.

JOINT ACCEPTANCE INSPECTION REPORT	CHECKLIST	JAI Number	Date of Inspection

Job Control Number (JCN)	Related Job Order Number(s) (JONs)	Project Implementer	SMO	SSC

Cost Center Code	Location Identifier	Facility Type (FSEP)	Physical Location		Facility Ident. Code					Runway
			City	State	S	C	F	T	M	

Project Title:

ITEM NO.	REQUIREMENTS	REQUIREMENTS MEETS			EXCEPTION CATEGORY	
		N/A	YES	NO	MINOR	MAJOR
	Section A. Construction and Installation Requirements. (continued)					
5.	Electrical Power, Control, Signal, and Cable.					
	a. Commercial Power.					
	b. FAA Supplied Power.					
	c. Power Transformers.					
	d. Wiring.					
	e. Grounding, Bonding, and Shielding.					
	f. Lightning Protection.					
	g. Labeling.					
	h. Power, Control, Signal, and Coaxial Cables.					
	i. Transfer Switches.					
	j. Uninterruptible Power Supply, Power Conditioning Systems.					
6.	Environmental Systems.					
7.	Remote Maintenance Monitoring (RMM).					
8.	Antenna Systems.					
9.	Equipment Modifications.					
10.	Telecommunications Equipment.					
11.	Environmental Occupational Safety and Health (EOSH).					
	a. Safety Items.					
	b. Radiation Health Hazard Survey.					
12.	Security.					

FAA Form 6010-1, Page 2 of 4 (03/04) NSN: 0052-00-926-0000

Figure 4. FAA Form 6010-1, Joint Acceptance Inspection Checklist, Page 3 of 4.

JOINT ACCEPTANCE INSPECTION REPORT	CHECKLIST	JAI Number	Date of Inspection

Job Control Number (JCN)	Related Job Order Number(s) (JONs)	Project Implementer	SMO	SSC

Cost Center Code	Location Identifier	Facility Type (FSEP)	Physical Location		Facility Ident. Code					Runway
			City	State	S	C	F	T	M	

Project Title:

ITEM NO.	REQUIREMENTS	REQUIREMENTS MEETS			EXCEPTION CATEGORY	
		N/A	YES	NO	MINOR	MAJOR
	Section B. Performance Requirements.					
1.	Standards and Tolerances.					
2.	Capability.					
3.	Compatibility.					
4.	Reliability.					
5.	Maintainability.					
6.	Electromagnetic Interference.					
	Section C. Commissioning Flight Inspection Requirements.					
1.	Flight Inspection Certification.					
2.	Issuance of Notice to Airmen (NOTAM).					
	Section D. Technical Performance Documentation and Maintenance Reference Data Requirements.					
1.	Facility Reference Data File (FRDF).					
2.	Technical Reference Data Forms.					
3.	Instruction Book(s) and/or Manufacturer's Technical Manual(s).					
4.	Maintenance Technical Data.					
5.	Drawings.					
	a. Red-Line Drawings.					
	b. As-Built Drawings.					
6.	Modification Records.					
	a. FAA Form 6032-1, Airway Facilities Modification Record.					
	b. Log Entry of Modification.					
7.	NCP, CCD, and Waivers.					
8.	Flight Inspection Report.					
9.	Maintenance Log Data Entry.					
10.	Service Flow Diagrams.					
11.	Power, Control, Signal, and Coaxial Cable Documentation.					
12.	Facility Transmitting Authorization (FTA).					

FAA Form 6010-1, Page 3 of 4 (03/04) NSN: 0052-00-926-0000

Figure 5. FAA Form 6010-1, Joint Acceptance Inspection Checklist, Page 4 of 4.

JOINT ACCEPTANCE INSPECTION REPORT	CHECKLIST	JAI Number	Date of Inspection

Job Control Number (JCN)	Related Job Order Number(s) (JONs)	Project Implementer	SMO	SSC

Cost Center Code	Location Identifier	Facility Type (FSEP)	Physical Location		Facility Ident. Code					Runway
			City	State	S	C	F	T	M	

Project Title:

ITEM NO.	REQUIREMENTS	REQUIREMENTS MEETS			EXCEPTION CATEGORY	
		N/A	YES	NO	MINOR	MAJOR
	Section E. Logistics Support Requirements.					
1.	Utilities.					
2.	Equipment Warranties.					
3.	Failures Under Warranty.					
4.	Working Equipment and Supplies.					
5.	Leases and Titles.					
6.	Real Property.					
7.	In-Use Personal Property.					
8.	Equipment and Project Material.					
	a. Project Material Cumulative (PMC) Report.					
	b. Residual Project Material.					
	c. Test Equipment.					
	d. Spare Parts.					
9.	Excess and Surplus Personal Property.					
	Section F. Final Acceptance and Commissioning Requirements.					
1.	Final Preparation for Facility/System/Equipment Operation.					
2.	Training.					
3.	Periodic Maintenance (PM).					
4.	Instrument Approach Procedures (IAP).					
5.	Facility, Service, and Equipment Profile (FSEP).					

FAA Form 6010-1, Page 4 of 4 (03/04) NSN: 0052-00-926-0000

Figure 6. FAA Form 6010-2, Joint Acceptance Inspection Exceptions List and Clearance Record.

JOINT ACCEPTANCE INSPECTION REPORT	EXCEPTIONS LIST AND CLEARANCE RECORD	JAI Number	Date of Inspection
		1	2

Job Control Number (JCN)	Related Job Order Number(s) (JONs)	Project Implementer	SMO	SSC
3	4	5	6	7

Cost Center Code	Location Identifier	Facility Type (FSEP)	Physical Location		Facility Ident. Code					Runway
			City	State	S	C	F	T	M	
8	9	10	11	12	13	13	13	13	13	14

Project Title:
15

Section / Item No.	Major	Exceptions and Actions Required	Assigned Action Office	Exception Clearance Date	Corrective Actions and Responses		
					Date	Org.	Corrective Action or Response
16	17	18	19	20	21	22	23

FAA Form 6010-2 (03/04) NSN: 0052-00-926-1000

Figure 7. FAA Form 6010-3, Joint Acceptance Inspection Design Deficiency.

JOINT ACCEPTANCE INSPECTION REPORT	DESIGN DEFICIENCY	JAI Number	Date of Inspection
		1	2

Job Control Number (JCN)	Related Job Order Number(s) (JONs)	Project Implementer	SMO	SSC
3	4	5	6	7

Cost Center Code	Location Identifier	Facility Type (FSEP)	Physical Location		Facility Ident. Code					Runway
			City	State	S	C	F	T	M	
8	9	10	11	12	13	13	13	13	13	14

Project Title:
15

Description of Project:
16

Detailed Description of Design Deficiency:
17

Recommended Corrective Action (Include estimated cost if available.):
18

Offices to be Notified:
19

FAA Form 6010-3 (03/04) NSN: 0052-00-926-2000

Figure 8. FAA Form 6010-4, Joint Acceptance Inspection Design Deficiency List and Clearance Record.

JOINT ACCEPTANCE INSPECTION REPORT	DESIGN DEFICIENCY LIST AND CLEARANCE RECORD	JAI Number	Date of Inspection
		1	2

Job Control Number (JCN)	Related Job Order Number(s) (JONs)	Project Implementer	SMO	SSC
3	4	5	6	7

Cost Center Code	Location Identifier	Facility Type (FSEP)	Physical Location		Facility Ident. Code					Runway
			City	State	S	C	F	T	M	
8	9	10	11	12	13	13	13	13	13	14

Project Title:
15

Deficiency Description	Assigned Action Office	Deficiency Clearance Date	Corrective Actions and Responses		
			Date	Org.	Corrective Action or Response
16	17	18	19	20	21

FAA Form 6010-4 (03/04) NSN: 0052-00-926-3000

APPENDIX 6. PROJECT SUCCESSION

The following diagram is for illustration purposes only. The events depicted are not necessarily required for all implementation efforts. This diagram illustrates activities associated with project succession during Solution Deployment of national programs.

There are three decision points outlined in FAA AMS policy prior to a program advancing to the In-Service Management phase: Mission Need Decision, Investment Decision, and In-Service Decision. The life cycle phase subsequent to an In-Service Decision is In-Service Management. The focus of this diagram is specific to the Solution Deployment aspect of In-Service Management, as this is when the JAI occurs.