

CHANGE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

JO 7400.2P
CHG 2

Air Traffic Organization Policy

Effective Date:
March 21, 2024

SUBJ: Procedures for Handling Airspace Matters

- 1. Purpose of This Change.** This change transmits revised pages to Federal Aviation Administration Order JO 7400.2P, Procedures for Handling Airspace Matters.
- 2. Audience.** This change applies to all Air Traffic Organization (ATO) personnel and anyone using ATO directives. This order also applies to all regional, service area, and field organizational elements involved in rulemaking and nonrulemaking actions associated with airspace allocation and utilization, obstruction evaluation, obstruction marking and lighting, airport airspace analysis, and the management of air navigation aids.
- 3. Where Can I Find This Change?** This change is available on the FAA website at http://faa.gov/air_traffic/publications and https://employees.faa.gov/tools_resources/orders_notices.
- 4. Explanation of Policy Change.** See the Explanation of Changes attachment that has editorial corrections and changes submitted through normal procedures.
- 5. Distribution.** This change is distributed electronically to all who subscribe to receive email notification through the FAA's website. All organizations are responsible for viewing, downloading, and subscribing to receive email notifications when changes occur to this order. Subscriptions to air traffic directives can be made through the Air Traffic Plans and Publications website at https://www.faa.gov/air_traffic/publications/ or directly via the following link: https://public.govdelivery.com/accounts/USAFAA/subscriber/new?topic_id=USAFAA_39.
- 6. Disposition of Transmittal.** Retain this transmittal until superseded by a new basic order.
- 7. Page Control Chart.** See the page control chart attachment.

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Explanation of Changes Change 2

**Direct questions through appropriate facility/service center office staff
to the Office of Primary Interest (OPI).**

a. 1–2–6. ABBREVIATIONS

11–1–3. INSTRUMENT FLIGHT PROCEDURES

15–1–4. SERVICE CENTER EVALUATION

15–2–3. CONFIGURATION

17–2–11. LOSS OF COMMUNICATION OR WEATHER REPORTING CAPABILITY

This change clarifies the Class B airspace configuration and biennial evaluation considerations to “review the current configuration to determine if it ensures the containment of instrument procedures” contained in FAA Order JO 7400.2, paragraph 15–1–4a2(a). The recommended biennial evaluation considerations are specific to the Class B airspace configuration requirements specified in paragraphs 15–2–3b, Lateral Boundaries, and 15–2–3c, Vertical Limits. The outer limits of Class B airspace should extend to the minimum distance necessary to provide containment of instrument procedures once they enter Class B airspace or until they depart Class B airspace, but must not extend beyond 30 nautical miles (NM) from the airport. Additionally, this change modifies the requirement that the surface area must encompass all final approach fixes at a minimum. The language is modified to include, “to the extent practicable,” to acknowledge that there are current Class B airspaces where it is not possible to include existing final approach fixes in the surface area due to adjacent Class D surface areas that underlie the fixes.

b. 7–2–2. CONDITIONS

This change specifies an extension may be granted provided the request is received by the FAA in a timely manner (no earlier than 90 days and no later than 15 days before the determination expires). Additionally, this change updates instructions regarding extensions that cannot be immediately granted based on new findings. Extraneous processing is eliminated and the option to abandon the project is provided to sponsors. This language will be incorporated into the extension letters.

c. 21–1–15. CHARTING AND PUBLICATION REQUIREMENTS

The Interagency Air Committee (IAC) Charting specification for the requirement for the Chart Bulletin being published in the Chart Supplement was eliminated concurrent with the change of the sectional charts being published every 56 days.

d. 21–4–2. PRE–PROPOSAL COORDINATION

21–4–3. ATC FACILITY COORDINATION

This change updates FAA Order JO 7400.2, Chapter 21, Section 4, paragraphs 21–4–2 and 21–4–3, as recommended by the FAA/DoD Special Activity Airspace (SAA) tiger team.

e. 32–1–5. RESPONSIBILITIES

32–2–1. THE PROCESS

The new language adds clarification in accordance with policy from the Office of Environment and Energy (AEE) that actions qualifying for simple documentation as defined in FAA Order 1050.1F, paragraph 5–3 require a simple written record (which may already be included in documentation prepared during the course of normal project development) and does not need to be signed by the responsible FAA official. It also provides a process for AJV–A to identify and document Categorical Exclusions for qualifying revisions to flight procedures that do not change lateral flight paths, concentration of flight paths, or decrease the altitude of aircraft along the existing flight path, and therefore have no potential to create an environmental noise impact as defined by FAA Order 1050.1F or affect historic properties under Section 106 of the National Historic Preservation Act.

f. 32–2–1. THE PROCESS

The change removes the recommendation for non–FAA personnel to consult with the Service Center Environmental Specialist if radar data is needed and adds information on handling DoD requests for data under the NAS Defense Program with reference to FAA Order JO 6000.198 FAA Maintenance of NAS Defense Facilities and Services.

g. 32–2–3. SPECIAL USED AIRSPACE (SUA)

This change updates FAA Order JO 7400.2, Chapter 32, paragraph 32–2–3, Special Use Airspace (SUA), with improvements for the efficiency of the environmental process as recommended by the FAA/DoD SAA tiger team.

h. Editorial Changes

Editorial changes include updates to mentions of Chart Supplement U.S., Chart Supplement Alaska, and Chart Supplement Pacific, to coincide with definition updates.

i. Entire Publication

Additional editorial/format changes were made where necessary. Revision bars were not used because of the insignificant nature of these changes.

FAA Order JO 7400.2P
Change 2
Page Control Chart
March 21, 2024

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Order JO 7400.2P

Procedures for Handling Airspace Matters

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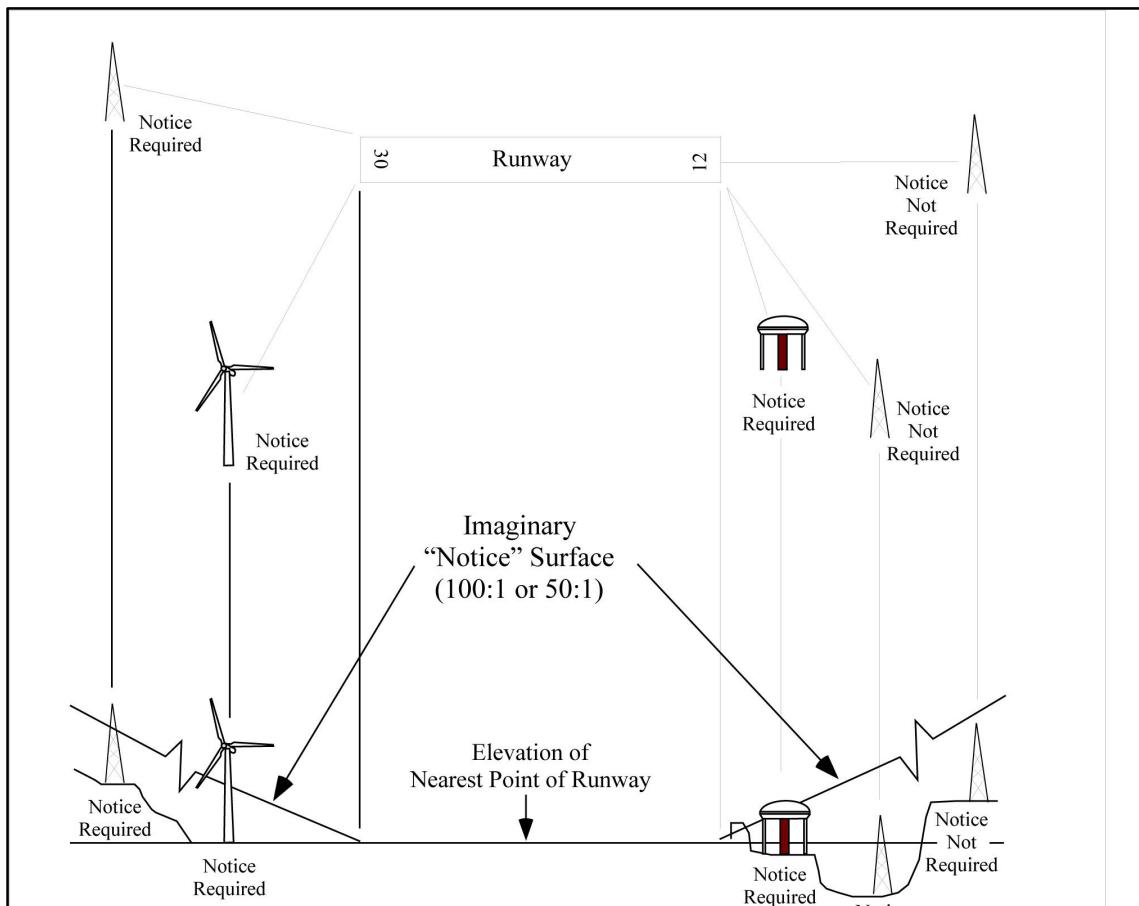
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FAA Order JO 7400.2 Abbreviations

Abbreviation	Meaning	Abbreviation	Meaning
AAS	Office of Airport Safety and Standards	DNE	Does Not Exceed
ADO	Airport District Office	DNH	Determination of No Hazard
AE	Airport Elevation	DOD	Department of Defense
AFS	Flight Standards Service	DOH	Determination of Hazard
AGC	Office of the Chief Counsel	EBO	Exceeds But Okay
AGL	Above Ground Level	EMI	Electromagnetic Interference
AIM	Aeronautical Information Manual	ERP	Effective Radiated Power
AIS	Aeronautical Information Services	FAAO	Federal Aviation Administration Order
ALP	Airport Layout Plan	FACSFAC	Fleet Area Control and Surveillance Facility
APO	Office of Aviation Policy and Plans	FCC	Federal Communications Commission
APP	Office of Airport Planning and Programming	FDA	Food and Drug Administration
ARP	Airport Reference Point	FL	Flight Level
ARSR	Air Route Surveillance Radar	FPT	Flight Procedures Team
ARTCC	Air Route Traffic Control Center	FSDO	Flight Standards District Office
ARU	Airborne Radar Unit	FSS	Flight Service Station
ASR	Airport Surveillance Radar	GAO	Government Accountability Office
AST	Office of Commercial Space Transportation	HIL	High Intensity Light
ATC	Air Traffic Control	IAP	Instrument Approach Procedure
ATCAA	Air Traffic Control Assigned Airspace	ICAO	International Civil Aviation Organization
ATCRBS	Air Traffic Control Radar Beacon System	IFR	Instrument Flight Rules
ATCSCC	David J. Hurley Air Traffic Control System Command Center	ILS	Instrument Landing System
ATCT	Airport Traffic Control Tower	IR	IFR Military Training Route
ATO	Air Traffic Organization	IRAC	Interdepartmental Radio Advisory Committee
ATREP	Air Traffic Representative	J	Joule
CARF	Central Altitude Reservation Function	L/MF	Low/Medium Frequency
CDRH	Center for Devices and Radiological Health	LFZ	Laser Free Zone
CFA	Controlled Firing Area	LLWG	Local Laser Working Group
CFZ	Critical Flight Zone	LMM	Middle Compass Locator
CFR	Code of Federal Regulations	LOA	Letter of Agreement
CP	Construction Permit	LOD	Letter of Determination
DF	Direction Finder	LOM	Outer Compass Locator
DME	Distance Measuring Equipment	LSO	Laser Safety Officer
DMS	Docket Management System	MAJCOM	Military Major Command

Abbreviation	Meaning
MCA	Minimum Crossing Altitude
MCP	Minimum Crossing Point
MEA	Minimum En Route Altitude
MHA	Minimum Holding Altitude
MIA	Minimum IFR Altitude
MOA	Military Operations Area
MOCA	Minimum Obstruction Clearance Altitude
MPE	Maximum Permissible Exposure
MRAD	Milliradian
MRU	Military Radar Unit
MSA	Minimum Safe Altitude
MSL	Mean Sea Level
MSWLF	Municipal Solid Waste Landfill
MTR	Military Training Route
MVA	Minimum Vectoring Altitude
NAD	North American Datum
NAS	National Airspace System
NASA	National Aeronautics and Space Administration
NAVAID	Navigational Aid
NDB	Nondirectional Radio Beacon
NEPA	National Environmental Policy Act
NFDD	National Flight Data Digest
NFZ	Normal Flight Zone
NM	Nautical Mile
NPH	Notice of Presumed Hazard
NOHD	Nominal Ocular Hazard Distance
NOTAM	Notice to Air Missions
NPIAS	National Plan of Integrated Airport Systems
NPRM	Notice of Proposed Rulemaking
NR	Nonrulemaking
NRA	Nonrulemaking Airport
NSA	National Security Area
NWS	National Weather Service
OE	Obstruction Evaluation

Abbreviation	Meaning
OE/AAA	Obstruction Evaluation/Airport Airspace Analysis
OFZ	Obstacle Free Zone
PAPI	Precision Approach Path Indicator
PFC	Passenger Facility Charge
PL	Public Law
PSR	Project Status Request
RBS	Radar Bomb Scoring
REIL	Runway End Identifier Lights
RNAV	Area Navigation
ROFA	Runway Object Free Area
RPZ	Runway Protection Zone
RVR	Runway Visual Range
RVV	Runway Visibility Value
SFZ	Sensitive Flight Zone
SID	Standard Instrument Departure
SMO	System Maintenance and Operations
SMO	System Maintenance and Operations
SR	Scientific/Research Lasers
STAR	Standard Terminal Arrival Route
SUA	Special Use Airspace
TERABA	Termination/Abandoned Letter
TEREXP	Termination/Expired Letter
TERPS	United States Standard for Terminal Instrument Procedures
TERPSR	Termination Project Status Letter
TOFA	Taxiway Object Free Area
USC	United States Code
UTC	Coordinated Universal Time
VASI	Visual Approach Slope Indicator
VFR	Visual Flight Rules
VGSI	Visual Glide Scope Indicator
VOR	Very High Frequency Omnidirectional Range
VORTAC	Very High Frequency Omni-Directional Range/Tactical Air Navigation Aid
VR	VFR Military Training Route

FIG 5-2-2
NOTICE REQUIREMENT RELATED TO AIRPORTS



NOTE:

Each airport must be available for public use and listed in the Chart Supplement; under construction and the subject of a notice or proposal on file with FAA, and except for DoD airports, it is clearly indicated that airport will be available for public use or for private use which has at least one FAA approved instrument approach procedure, or operated by a Federal agency or the DoD. (Heliports without specified boundaries and seaplane bases without marked sea lanes are excluded.)

§77.9(b) – Any construction or alteration that exceeds an imaginary surface extending outward and upward at any of the following slopes:

(1) 100:1 for a horizontal distance of 20,000 feet from the nearest point of the nearest runway of each airport described in §77.9(d) with its longest runway more than 3,200 feet in actual length, excluding heliports.

(2) 50:1 for a horizontal distance of 10,000 feet from the nearest point of the nearest runway of each airport described in §77.9(d) with its longest runway not more than 3,200 feet in actual length, excluding heliports.

§77.9(d) – Any construction or alteration on any of the following airports and heliports:

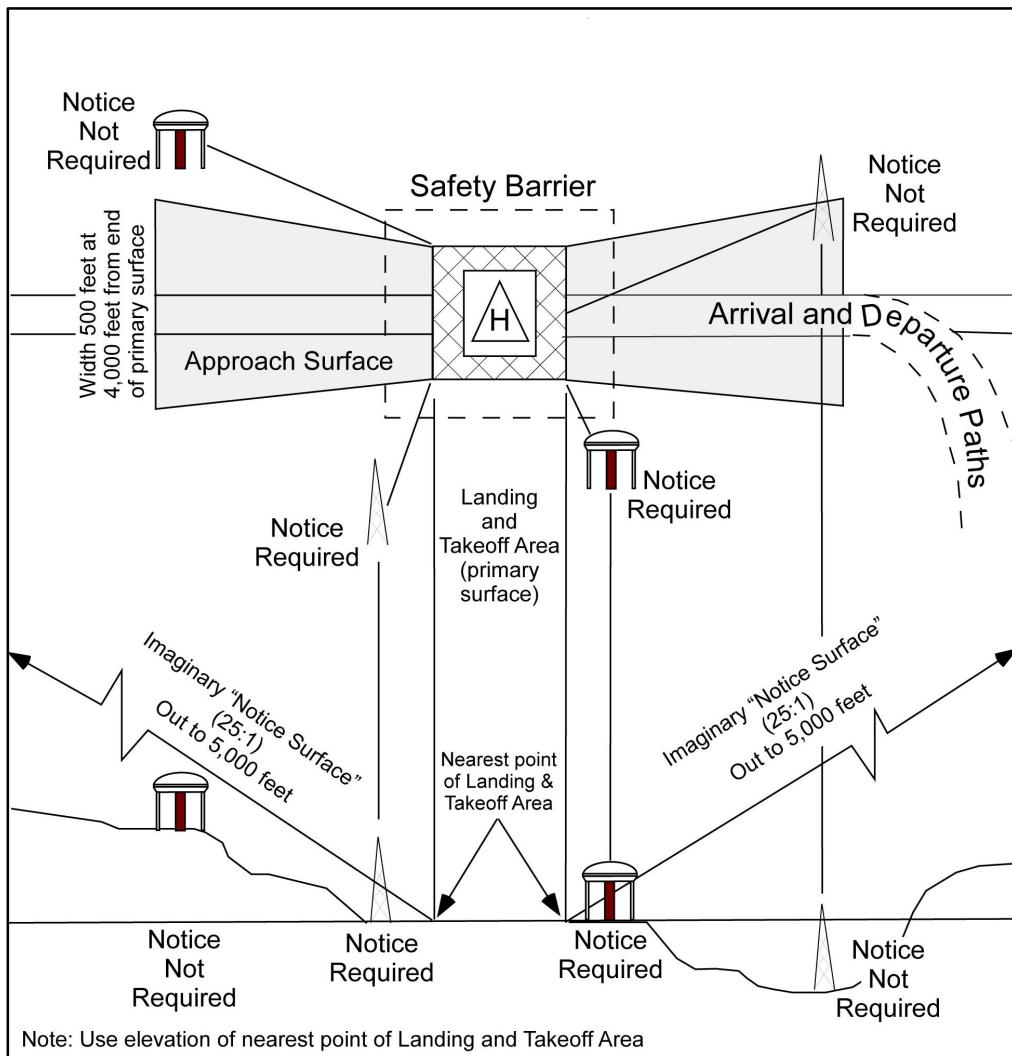
(1) A public use in the Chart Supplement U.S., Chart Supplement Alaska, or Chart Supplement Pacific of the U.S. Government Flight Information Publications;

(2) A military airport under construction, or an airport under construction that will be available for public use;

(3) An airport operated by a Federal agency or the Department of Defense;

(4) An airport or heliport with at least one FAA-approved instrument approach procedure. At private use airports with an FAA-approved instrument approach procedure, only the instrument approach procedure will be considered.

FIG 5-2-3
NOTICE REQUIREMENT RELATED TO HELIPORTS



Subpart B – Notice of Construction or Alteration

§77.9(b) – Any construction or alteration that exceeds an imaginary surface extending outward and upward at any one of the following slopes:

- (1) 25:1 for a horizontal distance of 5,000 feet from the nearest point of the nearest landing and takeoff area of each heliport described in paragraph d of this section.

Section 2. Extension of Determinations

7-2-1. AUTHORITY

The FAA official issuing a determination has the delegated authority to grant an extension. Where a petition for an extension generates public interest or controversy, the OEG must inform the office of Mission Support, Policy.

7-2-2. CONDITIONS

A one-time extension to the expiration date may be granted if the request is received in a timely manner (no earlier than 90 days and no later than 15 days before the determination expires) and an evaluation indicates no new adverse effect and/or adverse effect that does not require further study since the determination was issued. In the event a request for extension cannot be granted based on new facts, issue a Notice of Preliminary Findings that includes the new adverse effect. As appropriate, issue a Determination of No Hazard after negotiations or further study which will serve as a one-time extension. If the new findings cannot be resolved, a determination of hazard may be issued or the sponsor may choose to abandon the project.

7-2-3. COORDINATION

Coordination with Rules and Regulations Group must be obtained before denying extensions that pertain to structures that are subject to FCC licensing authority.

7-2-4. EXTENSION PERIOD

Normally, one extension for a period of 18 months may be granted, unless the sponsor requests a shorter period.

7-2-5. REVIEW PROVISIONS FOR PETITION

If an extension is granted on a DNH, petition rights apply, and therefore, each such extension must contain a statement advising of the petition period, the effective date, and the new expiration date.

7-2-6. DISTRIBUTION

Distribution must be accomplished in accordance with paragraph 7-1-7.

Section 4. Airport Charting and Publication of Airport Data

10-4-1. POLICY

a. All landing facilities which have received airspace determinations or those not analyzed, must be properly documented and processed in accordance with procedures contained in FAA Order 5010.4, Airport Safety Data Program.

b. Landing facilities that have received objectionable airspace determinations must be published in the NFDD as "objectionable." They must be depicted on VFR aeronautical charts only and without identifying text other than to designate objectionable status. They must not be published in the Chart Supplement. ■

10-4-2. RESPONSIBILITY

As part of Mission Support, Aeronautical Information Services (AIS) AJV-A is responsible for the collection, validation, and dissemination of aeronautical information. This office is designated as the focal point for providing aeronautical information/requirements to the aviation industry, the producers of aeronautical charts and publications, and other government agencies and users.

10-4-3. AIRPORT CHARTING

a. Airports meeting the criteria below may be charted, provided the data has been processed in accordance with the policy set forth in paragraph 10-4-1.

1. Public use airports (including stolports and gliderports.)
2. Military airports without charting restrictions.
3. Abandoned airports having landmark value.
4. Private-use airports having emergency landing or landmark values.
5. Public use heliports not associated with an existing airport, private use heliports that have controlled airspace predicted on them, and selected U.S. Forest Service Heliports.
6. Ultralight flightparks when of landmark value.

NOTE-

Airports of lesser aeronautical importance may be omitted in congested areas where other airports with adequate and better facilities are available nearby.

7. Seaplane bases.
- b. Airports will be plotted to true geographic positions on charts unless they are in conflict with a navigation aid at the same location. In such cases, the airport will be displaced from, or superimposed upon the navigation aid. However, in displacing for cartographic purposes, the relationship between the airport and navigation aid must be retained.
- c. Airports will be depicted on aeronautical charts by using the symbols located in the chart's legend. Airports having an ATCT are shown in blue, and all other airports are shown in magenta. Airport names and associated data must be shown in the same color as the airport symbol.

Chapter 11. Evaluating Aeronautical Effect

Section 1. General

11–1–1. EXISTING AND PROPOSED OBJECTS

Use the guidelines in Chapter 10 to evaluate the effects of objects on the airport proposal.

11–1–2. AIRPORT TRAFFIC PATTERNS

Traffic patterns must be established by the FAA only at those airports where the provisions of Part 91 do not meet aircraft airspace requirements. When the airspace review indicates the need, traffic patterns may be established by special rule in Part 93, or as outlined in this order when necessary to ensure compatibility of aircraft operations with adjacent airports, or for reasons of obstructions, terrain, traffic separation, or noise abatement. Use the guidelines in paragraph 10–3–2 to evaluate whether the traffic pattern associated with an airport proposal would conflict with operations at any other airport. Also, evaluate the traffic pattern effect on instrument approach procedures and the need for establishment of traffic pattern altitudes for aircraft separation. The service area office normally reviews proposals for traffic pattern conflicts.

11–1–3. INSTRUMENT FLIGHT PROCEDURES

a. Existing and proposed structures or objects must be evaluated for their effect on the airport proposal in reference to instrument procedures. FPTs normally conduct this by applying the standards and criteria contained in the 8260 Order series to ascertain if the airport proposal would adversely affect existing or planned instrument approach procedures. Use the same guidelines to evaluate the compatibility of any existing or proposed instrument approach procedure with the airport proposal.

b. Air traffic and Flight Procedures Team personnel must be especially alert to ensure aircraft separation when the traffic pattern associated with an airport proposal would overlap the airspace encompassed by a standard IAP for an adjacent airport. When this occurs, air traffic will recommend actions to ensure that there is at least 500 feet vertical separation between the traffic pattern altitude and the altitude associated with the affected portion of the adjacent instrument approach procedure. If heavy jets are involved, ensure at least 1,000 feet vertical separation. These same vertical separation guidelines must be applied when evaluating a proposed IAP when the airspace required would overlap the traffic pattern airspace at an adjacent airport.

11–1–4. AIR TRAFFIC CONTROL PROCEDURES

The extent that an airport proposal or proposed instrument approach procedure may adversely affect air traffic control (ATC) procedures may be a sufficient reason to object to or disapprove a proposal. The proposal must be thoroughly examined to determine if it would adversely affect ATC procedures by requiring a restriction on the air traffic flow, or the proposal may limit the flexibility of entry or exit to or from affected traffic patterns or airport areas. The need for establishment of, or existing noise abatement procedures may amplify such problems. When a proposed instrument approach procedure would be adjacent to the area of an instrument approach procedure to another airport, determine whether simultaneous approaches would have an adverse effect on new IAP or ATC procedures and on the requirement for instrument approaches to the adjacent airport. Should a proposed instrument approach procedure be located in a radar environment, determine the radar coverage and ATC capability to provide radar air traffic control service.

11–1–5. SAFETY OF PERSONS AND PROPERTY ON THE GROUND

In accordance with 40103(b)(2)(B), FAA personnel must evaluate the effect of a proposal on the safety of persons and property on the ground. Consideration must be given to the proximity of cities and towns, as well as flight

patterns over heavily populated areas, schools, homes, hospitals, sports stadiums, outdoor theaters, and shopping centers. The evaluation must also include the effect of changes in flight operations required by the proposal and the need for special air traffic rules. In evaluating the compatibility of proposed airports and the surrounding terrain, consider the type of aircraft anticipated to use the airport, their operational performance capability, the effective runway lengths, and whether a reasonable level of safety of persons and property on the ground can be expected. Flight Standards and Airports normally conduct reviews to determine that the safety of persons and property on the ground are protected.

11-1-6. NOISE CONSIDERATION

Part 157 does not specify that noise factors be considered, however, the FAA policy to evaluate noise factors in airport airspace analysis studies should be preserved where necessary in the public interest as part of the overall FAA noise abatement program.

a. The air traffic office must identify potential noise problem areas based on existing and/or contemplated traffic patterns and procedures. When a noise problem is anticipated, advise the airports office accordingly with recommendations and/or alternatives, such as nonstandard traffic patterns or special departure and arrival procedures, etc.

b. When an airport proposal is circularized, the Airports Office may receive comments concerning potential noise, environmental, or ecological problems.

11-1-7. AERONAUTICAL ACTIVITY

The type of aeronautical activity expected at an airport is an important consideration in the airport analysis process. The following types of activity should be considered:

- a.** Will the proposed operations be conducted in accordance with visual or instrument flight rules?
- b.** What is the expected volume of operations?
- c.** How many and what type aircraft will be based on the proposed airport? Be aware that a large number of aircraft may be based at a private-use airport that could generate a significant amount of traffic.
- d.** What is the most demanding aircraft the airport will accommodate?

11-1-8. WIND ROSE DATA

a. Visual Flight Rules. Wind conditions affect aircraft in varying degrees. In landing and takeoff, the smaller aircraft are more affected by wind, particularly crosswind components. Therefore, when studying a runway proposal, evaluate the consistency between the proposed runway alignment and the wind rose data to determine whether operations can be conducted safely.

b. Instrument Flight Rules. When evaluating a proposal to designate a single instrument landing runway at an airport, consider the consistency between this designation and the low visibility wind rose.

11-1-9. HELICOPTER INGRESS-EGRESS ROUTES

Proposed heliports require evaluation of ingress and egress information by Flight Standards. Information supplied by Technical Operations Aviation System Standards may be used for determining whether specific ingress-egress routes to and from heliports and helipads may be necessary to assure an adequate level of safety with respect to obstructions and/or congested areas.

Additionally, consider existing air traffic operations in proximity to a proposed heliport site and the need for specific ingress-egress routes.

11-1-10. DISPLACED THRESHOLDS AND CHANGING THE RUNWAY END

Consideration should be given to displacing a proposed runway threshold when proposed and existing objects, and/or terrain obstruct the airspace necessary for landing on or taking off from the runway. Consider changing

Chapter 15. Class B Airspace

Section 1. General

15–1–1. PURPOSE

- a. Class B airspace areas are designed to improve aviation safety by reducing the risk of midair collisions in the airspace surrounding airports with high-density air traffic operations. Aircraft operating in these airspace areas are subject to certain operating rules and equipment requirements.
- b. Additionally, Class B airspace areas are designed to enhance the management of air traffic operations to and from the airports therein, and through the airspace area.

15–1–2. NONRULEMAKING ALTERNATIVES

Before initiating a Class B airspace proposal, determine if there are nonrulemaking alternatives that could resolve the issue(s). If nonrulemaking alternatives resolve the issue(s), no Class B rulemaking action is required.

15–1–3. RESPONSIBILITIES

- a. The Rules and Regulations Group is responsible for oversight of the Class B airspace designation/modification/revocation process and issuance of all informal airspace meeting notices, NPRMs, and final rules. The Rules and Regulations Group will provide assistance, as needed, to the Service Centers in developing Class B airspace proposals.
- b. The Service Center is responsible for coordination to determine Class B airspace candidacy or the need for modifications or revocation of an existing area. As part of this responsibility, the Service Center must request a staff study be conducted by the appropriate office and perform an analysis of the staff study. All Class B airspace establishment, modification, or revocation plans must be coordinated with the Rules and Regulations Group before any public announcement.

15–1–4. SERVICE CENTER EVALUATION

- a. Service centers must biennially evaluate existing Class B airspace areas to determine if the area continues to meet the purpose of Class B airspace and if airspace modifications are required. The evaluation should consider, but is not limited to, the following:

1. The Class B airspace guidance in this chapter;
2. Review the current configuration to determine if:
 - (a) It ensures the containment of instrument approach procedures once their track enters the Class B airspace and departure procedures until their track exits the Class B airspace.
 - (1) Surface areas encompass all final approach fixes, to the extent practicable.
 - (2) Sub area floor altitudes are based on instrument procedure climb/descent gradients.
 - (b) Any lateral or vertical gaps exist between adjacent airspace areas where VFR flight could increase hazards for Class B operations; or if the configuration contains any “traps” or “dead-end” corridors for VFR aircraft.
 - (c) There is a record of Class B excursions.
3. Airspace modeling results (PDARS, TARGETS, etc.);

4. Controller input and user feedback;
5. Applicable safety data; for example:
 - (a) Traffic Alert and Collision Avoidance System (TCAS) events;
 - (b) Air Traffic Safety Action Program (ATSAP);
 - (c) Aviation Safety Reporting System (ASRS);
 - (d) Mandatory Occurrence Reports (MOR);
 - (e) Near Midair Collision (NMAC) reports;
 - (f) FAA Aviation Safety Information Analysis and Sharing (ASIAS) System; and
 - (g) Other sources as appropriate.
6. Significant changes in primary airport traffic flows, runway utilization, or instrument procedures that affect the Class B configuration;
7. Secondary/satellite airport operations affecting Class B operations or controller workload;
8. Planning activities such as construction of new runways, changes to existing runways (for example, decommissioned, lengthened, etc.), development of new instrument procedures, or cancellation of existing procedures, resectorization plans (determine whether planned changes require Class B airspace modifications);
9. Need for charting enhancements: Sectional Aeronautical Chart, Terminal Area Chart (TAC), VFR Flyway Planning Chart; and

REFERENCE—

FAA Order JO 7210.3, Para 10–1–4, Sectional Aeronautical and Terminal Area Charts.

10. Any other factors deemed relevant to the Class B airspace area being evaluated.
 - b. The Service Center must document the biennial evaluation to the file, with an information copy of the evaluation sent to the Rules and Regulations Group (AJV-P21). If the evaluation indicates that airspace modifications or revocation should be made, Service Centers must follow the applicable procedures in this Order.
 - c. In addition to the biennial evaluation, airspace specialists should maintain coordination with planners (such as Metroplex, NextGen, Performance-Based Navigation, FPT, etc.) for awareness of instrument flight procedures under development to determine if they will be contained within the existing Class B airspace configuration. If the planned procedures would exit the existing Class B airspace, initiate a corresponding Class B modification project.

Section 2. Class B Airspace Planning

15–2–1. CRITERIA

- a. The criteria for considering a given airport as a candidate for a Class B airspace designation is based primarily on the volume of aircraft at the airport being considered, and an assessment of the midair collision risk in the terminal area.
- b. For a site to be considered as a Class B airspace candidate, the Class B designation must contribute to the safety and efficiency of operations, be necessary to correct a current situation that cannot be solved without a Class B designation, and meet the following criteria:
 1. The airport being considered has a total airport operations count of at least 300,000 (of which at least 240,000 are air carriers and air taxi) and at least 5 million passengers enplaned annually; or
 2. The airport being considered has a total airport operations count of more than 220,000 operations and will exceed 300,000 operations (of which 240,000 operations must be air carrier and air taxi) when the itinerant traffic count from (a) and (b) below are added, and at least 5 million passengers enplaned annually.
 - (a) 50% of the annual itinerant traffic count of any airport within 15 nautical miles (NM) from the airport being considered that has at least 15,000 annual itinerant operations, and
 - (b) 25% of the annual itinerant traffic count of any airport that is between 15 NM and 30 NM from the airport being considered that has at least 15,000 annual itinerant operations.
- c. The Service Center must request a staff study to evaluate whether or not to revoke a primary airport's Class B airspace when that airport has not met the Class B airspace criteria for at least a five-year period and is projected to remain below those criteria for the next five years (See paragraph 15–3–6.).
- d. These criteria are subject to periodic review by the Rules and Regulations Group and Service Centers to determine whether adjustments are required.

15–2–2. DESIGNATION

Class B airspace locations must include at least one primary airport around which the Class B airspace area is designated.

15–2–3. CONFIGURATION

- a. **General Design.** There is no standard Class B design. Instead, the size and shape of the Class B airspace area will vary depending upon location-specific ATC operational and safety requirements. The Class B airspace design should be as simple as practical, with the number of sub-areas kept to a minimum.
 1. Designers have the flexibility to use the configuration that best meets the purposes of reducing the midair collision potential and enhances the efficient use of airspace.
 2. The lateral and vertical limits must be designed to contain the primary airport(s) instrument approach procedures once their track enters the Class B airspace and departure procedures until their track exits the Class B airspace.
 3. Ensure that the design does not contain lateral or vertical gaps between adjacent airspace where VFR flight could pose increased hazards for Class B operations.
 4. Avoid configurations that create “traps” or “dead-end” corridors for VFR aircraft attempting to navigate the area.
- b. **Lateral Boundaries.** Boundaries may be defined using a variety of techniques such as latitude/longitude points, Fix/Radial/Distance references, NAVAIDs, alignment to coincide with prominent landmarks or terrain features (where feasible), etc.

1. The airspace should be centered on the airport reference point (ARP), an on-airport NAVAID, or a “point-of-origin” (defined by latitude/longitude coordinates), as dictated by local requirements.

2. The outer limits of the airspace should extend to the minimum distance necessary to provide containment of instrument procedures, including standard instrument departures (SID) to the point they depart Class B airspace, standard terminal arrival routes (STAR) from the point they enter Class B airspace, IAPs, and radar vectoring, but must not extend beyond 30 NM from the primary airport. This will ensure that the Class B boundaries remain within the 30 NM “Mode C and ADS-B Out Veil.” The boundaries should be designed considering operational needs, runway alignment, adjacent regulatory airspace, and adjacent airport traffic.

3. If a circular design is appropriate, the airspace may be configured in concentric circles to include a surface area and intermediate and outer shelf sub-areas. A combination of circular and linear boundaries may also be used, as required.

(a) The surface area should be designed based on operational needs, runway alignment, adjacent regulatory airspace, or adjacent airports, but must encompass, to the extent practicable, all final approach fixes.

(b) The intermediate and outer shelf sub-areas may be subdivided based on terrain and other regulatory airspace, but must contain instrument procedures.

c. **Vertical Limits.** The upper limit of the airspace should not exceed 10,000 feet MSL. However, high airport field elevation, adjacent high terrain, or operational factors may warrant a ceiling above 10,000 feet MSL.

1. The surface area extends from the surface to the upper limit of the Class B airspace. This area may be adjusted to coincide with runway alignment, adjacent airports, other regulatory airspace, etc., but must encompass, to the extent practicable, all final approach fixes and minimum altitudes at the final approach fix.

2. The altitude floors of sub-areas should step up with distance from the airport. Determination of sub-area floors should be predicated on instrument procedure climb/descent gradients to ensure containment of the procedures. Sub-area floors may be adjusted to have various floor altitudes considering terrain, adjacent regulatory airspace, and common vectored flight paths that are not on procedures.

3. Sub-area exclusions are permitted to accommodate adjacent regulatory airspace and/or terrain.

4. Different Class B altitude ceilings may be designated for specific sub-areas if there is an operational or airspace efficiency advantage, provided this would not cause pilot confusion or lead to inadvertent intrusions into, or excursions from, Class B airspace. Address the need for different altitude ceilings in the staff study.

d. **Variations.** Variation from the above lateral or vertical design guidance is permissible, but must be justified in the staff study and recommended by the Service Center.

e. **Satellite Airports.** When establishing Class B airspace floors, consider the adverse effect on satellite airport operations. When airspace directly over a satellite airport is not required, it should be excluded from the Class B airspace. Special published traffic patterns, and/or procedures may be required for satellite airports.

15-2-4. IFR TRANSITION ROUTES

If ATC operational factors and traffic permit, consider whether RNAV T-routes could be developed to guide transiting pilots to fly through, or navigate around, the Class B airspace area.

15-2-5. VFR CONSIDERATIONS

To the extent feasible, procedures must be developed to accommodate VFR aircraft desiring to transit the Class B airspace (See FAA Order JO 7210.3, Facility Operation and Administration, Chapter 11, National Programs). The following charts can assist pilots in identifying Class B boundaries and to transit or circumnavigate the area.

a. **VFR Terminal Area Charts (TAC).** TAC charts are published for most Class B airspace areas. They provide detailed information needed for flight within or in the vicinity of Class B airspace.

b. Charted VFR Flyway Planning Charts. VFR Flyway Planning Charts are published on the back of selected TAC charts. The Flyway Planning Charts are intended to facilitate VFR transitions through high-density areas. They depict generalized VFR routing clear of major controlled traffic flows. An ATC clearance is not required to fly these routes. If not already published, Class B facilities are encouraged to develop a flyway planning chart.

15–2–6. CHART ENHANCEMENTS

Consider enhancements to TAC and VFR Flyway Planning Charts that would increase situational awareness for VFR pilots and others transiting the area, aid the identification of Class B boundaries, and assist pilots desiring to avoid the Class B airspace. Example chart depictions include, but are not limited to:

- a. Identification of key boundary points with a combination of latitude/longitude coordinates and NAVAID fix/radial/distance information (if available).
- b. Prominent landmarks or terrain features easily visible from the air.
- c. VFR checkpoints (“Flags”).
- d. IFR arrival and departure routes to/from the primary airport. Explore the feasibility of including significant IFR arrival/departure routes at secondary airports.
- e. GPS and VFR waypoints placed in and around the Class B airspace to assist pilots in transiting or avoiding the airspace.

NOTE—

See FAA Order JO 7210.3 (Chapters 10 and 12) for descriptions of TAC and VFR Flyway Planning Charts and the instructions for establishing, modifying, and review of the charts.

Section 2. Class C Airspace Planning

16-2-1. CRITERIA

- a. The criteria for considering a given airport as a candidate for Class C designation is based on the volume of aircraft or number of enplaned passengers, the traffic density, and the type or nature of operations being conducted.
- b. For a site to be considered as a candidate for Class C airspace designation, it must meet the following criteria:
 1. The airport must be serviced by an operational airport traffic control tower and a radar approach control; and
 2. One of the following applies:
 - (a) An annual instrument operations count of 75,000 at the primary airport.
 - (b) An annual instrument operations count of 100,000 at the primary and secondary airports.
 - (c) An annual count of 250,000 enplaned passengers at the primary airport.
 3. Class C designation contributes to the efficiency and safety of operations and is necessary to correct a current situation or problem that cannot be solved without a Class C designation.

NOTE-

Operations counts are available from the Office of Aviation Policy and Plans, Statistics and Forecast Branch, APO-110. Enplaned passenger counts may be obtained by contacting the Office of Airport Planning and Programming, APP-1. Current validated counts are normally available in mid-October of the current year for the previous year.

16-2-2. DESIGNATION

Class C airspace areas should be designated around a single primary airport.

16-2-3. CONFIGURATION

In general, airspace design identifies simplification and standardization of Class C airspace areas as prime requisites. Containment of instrument procedures within Class C airspace is not required. Lateral and vertical limits must be in accordance with the following, to the extent possible:

- a. **Lateral Limits.** Class C airspace areas should initially be designed as two concentric circles centered on the airport reference point. The surface area should have a 5 NM radius, and the outer limits of the airspace area should not extend beyond a 10 NM radius. Wherever possible, use VOR radials and DME arcs to define the boundaries of the airspace and any of its sub-areas. It is important, however, that prominent visual landmarks also be considered to assist the VFR traffic preferring to remain clear of Class C airspace.
- b. **Vertical Limits.** The ceiling of a Class C airspace should be 4,000 feet above the primary airport's field elevation. The surface area extends from the surface to the upper limit of the airspace. The floor of the airspace between the 5 and the 10 NM must extend from no lower than 1,200 feet AGL to the upper limit of the airspace.
- c. **Variations.** Any variation from the lateral and vertical limits design guidance must be justified in the staff study and recommended by the Service Center. (The number of sub-areas must be kept to a minimum.)

NOTE-

Though not requiring regulatory action, an Outer Area is the procedural companion to Class C airspace. The normal radius of an Outer Area is 20 NM from the primary Class C airspace airport. Its vertical limit extends from the lower limits of radio/radar coverage up to the ceiling of the approach control's delegated airspace, excluding the Class C airspace itself, and other airspace as appropriate.

16–2–4. TIME OF DESIGNATION

a. Class C airspace areas may be designated as continuous or part-time. If part-time, the effective time must be stated in local time. In order to designate a part-time Class C airspace area, the following statement must be included in the airspace description: "This Class C airspace area is effective during the specific dates and times established, in advance, by a Notice to Air Missions (NOTAM). The effective date and time will thereafter be continuously published in the *(insert appropriate publication from below)*."

1. The appropriate volume of the Chart Supplement U.S.;
2. Chart Supplement Alaska; or
3. Chart Supplement Pacific.

b. For permanent changes to existing part-time Class C airspace area designations, the following actions must be accomplished:

1. Issue an airspace NOTAM specifying the new part-time Class C effective hours.

■ 2. Submit the new part-time Class C effective hours to AIS for publication in the appropriate Chart Supplement.

■ 3. Retain the NOTAM specifying the new part-time Class C effective hours until the new hours are published in the appropriate Chart Supplement.

c. For unexpected events that affect the availability of part-time Class C services, issue a service NOTAM, in accordance with FAA Order 7930.2, Notices to Air Missions, describing the ATC service available and duration. No airspace NOTAM is issued.

d. Notices to Air Missions specifying the dates and times of a designated part-time area may be issued by the appropriate facility only after coordination with the Service Center. The Service Center must ensure that such action is justified and in the public interest.

NOTE-

- 1. At ATC sites where non-Federal employees perform weather duties, the appropriate FAA office must ensure that the reporting and dissemination requirements applicable to National Weather Service and FAA publication standards are followed.***
- 2. In facilities where direct access to automated weather observing systems is not available, controllers will apply the provisions of FAA Order JO 7110.65, Air Traffic Control.***

17-2-11. LOSS OF COMMUNICATION OR WEATHER REPORTING CAPABILITY

- a. If the capabilities outlined in paragraph 17-2-9 and/or paragraph 17-2-10 are temporarily out of service for an active Class D Surface Area, a Notice to Air Missions must be issued stating the temporary loss of the affected service.**
- b. However, if it is determined that the capabilities are consistently unavailable, a Notice to Air Missions must be issued, as described above, and rulemaking action initiated to revoke the Surface Area, as appropriate.**
- c. The FPT needs to be kept informed of any planned action, especially when IAP are involved, so as to assess the impact on published approaches. The Standards Specialist may decide changes are needed in the IAP, dependent on possible new altimeter source and other considerations. These changes will have an effect on the airspace action required; for example, minimums may be raised, or procedure may be canceled.** ■

c. SPECIAL DISTRIBUTION – In addition to the distribution requirements in Chapter 2 of this order, send copies of SUA nonrulemaking circulars to:

1. State transportation, aviation, and environmental departments (or the state clearing house if requested by the state).
2. Local government authorities, civic organizations, interest groups, or individuals that may not have an aeronautical interest, but are expected to become involved in a specific proposal.
3. Persons or organizations that have requested to be added to the circularization list.

NOTE-

1. *The Service Center OSG determines additional distribution requirements in accordance with Service Center OSG policies after considering the type of proposal, potential for controversy, and extent of possible aeronautical impact.*
2. *If the proposed airspace overlaps service area geographical boundaries or airspace jurisdictions, the lead Service Center OSG must coordinate with the affected adjacent Service Center OSG to ensure distribution of circulars to all appropriate parties.*

21–1–15. CHARTING AND PUBLICATION REQUIREMENTS

- a. All SUA areas except CFAs, temporary MOAs, and temporary restricted areas, must be depicted on aeronautical charts, and published as required in aeronautical publications.
- b. Approved SUA actions normally become effective on the 56-day charting dates published in FAA Order 8260.26, Appendix A.

EXCEPTION-

Effective dates for temporary restricted areas, temporary MOAs, and CFAs are determined by exercise start dates/mission requirements instead of the 56-day charting dates.

- c. Temporary areas must be described in the Domestic Notices found in the Federal NOTAM System (FNS) External Links or the Air Traffic Plans_and Publications website. Normally, issuance of the graphic notice will begin two issues prior to the exercise start date and will continue through completion of the exercise. The notice must include the area's legal description, effective dates, and a chart depicting the area boundaries. For large exercises, a brief narrative describing the exercise scenario, activities, numbers and types of aircraft involved, and the availability of in-flight activity status information for nonparticipating pilots should be included.

NOTE-

The Service Center OSG must submit temporary SUA Domestic Notice information, along with the airspace proposal package, to the Rules and Regulations Group, AJV-P2, by the dates specified in the appropriate chapter of this order. All graphics submitted must be of high quality and in camera ready form. The Rules and Regulations Group, AJV-P2, will process and submit the Domestic Notice to Publications and Administration, AJV-P12 for download into the Domestic Notices found in the Federal NOTAM System (FNS) External Links or the Air Traffic Plans and Publications website.

- d. When a SUA action becomes effective before it appears on the affected sectional chart(s), a description and map of the area will be presented in the Domestic Notices found in the Federal NOTAM System (FNS) External Links or the Air Traffic Plans and Publications website. This information will be carried in the Domestic Notices until the change has appeared on the affected sectional chart(s). The Rules and Regulations Group, AJV-P2, is responsible for complying with this requirement.

NOTE-

Minor editorial corrections to a SUA description or changes to the using or controlling agencies will not be published in the Domestic Notices.

21–1–16. CERTIFICATION OF SUA GEOGRAPHIC POSITIONAL DATA

- a. Geographic positional data for all permanent and temporary SUA boundaries, except CFAs, must be certified for accuracy by the AIS. The Rules and Regulations Group, AJV-P2, is responsible for submitting proposed positional data to AIS for certification. Latitude and longitude positions used in SUA descriptions must be based on North American Datum 83 (NAD 83).

b. The Rules and Regulations Group, AJV-P2, must forward any corrections or recommended changes made by AIS to the Service Center OSG. The Service Center OSG will forward the AIS recommended changes to the Service Center OSG military representative(s), or civil proponent, for review. The Service Center OSG military representative(s)/civil proponent will inform the Service Center OSG of its concurrence with the AIS recommended changes or reason for nonconcurrence. The Service Center OSG will advise the Rules and Regulations Group, AJV-P2, of the proponent's concurrence or nonconcurrence and rationale. A record of this coordination must be retained in the airspace docket or nonrulemaking study file.

21-1-17. LEAD SERVICE CENTER

a. The Service Center OSG that is responsible for the geographical area containing the affected airspace processes the SUA proposal. When a proposal overlaps Service Center geographical jurisdictions, the concerned Service Centers must coordinate to determine which office will serve as the lead Service Center for processing the proposal. Coordination between both Service Centers is also required when the SUA airspace and the using agency/controlling agency are under the jurisdiction of different Service Centers.

b. The lead Service Center OSG must ensure that:

- 1.** All affected ATC facilities review the proposal and provide input to the aeronautical study, as required.
 - 2.** Distribution of nonrulemaking circulars include interested parties in each Service Center OSG jurisdiction, as necessary.
- c.** The airspace package(s) submitted to the Rules and Regulations Group, AJV-P2, include documentation confirming Service Center OSG coordination.

Section 4. Coordination of Proposals

21–4–1. POLICY

The Service Center OSG military representatives are the points of contact for the coordination of the respective military service's SUA proposals for their designated geographic service area. The Service Center OSG will handle all coordination of nonmilitary SUA proposals.

21–4–2. PRE–PROPOSAL COORDINATION

- a. Before submitting a SUA proposal to the Service Center OSG, the military proponent will coordinate their proposal concept, at a minimum, with locally affected ATC facilities and military units, local FAA Air Traffic Representatives (ATREPs) and Military Representatives (MILREPs), and the ARTCC having jurisdiction over the affected airspace.
- b. Inquiries from nonmilitary sources regarding the establishment or amendment of SUA will be referred to the appropriate Service Center OSG for assistance.

21–4–3. ATC FACILITY COORDINATION

- a. The proponent will coordinate with affected ATC facilities as needed to discuss the proposal. Proponents should provide the facility with specific information about the mission requirement. This information should include:
 1. the types of activities to be conducted;
 2. the number and types of aircraft involved;
 3. duration of flights;
 4. desired airspace parameters (boundaries and altitudes), and;
 5. why existing SUA within a reasonable distance are not suitable to accommodate the requirement (see paragraph 21–3–1).
- b. Affected ATC facilities will review the concept to evaluate its potential impact on aeronautical and facility operations. The ATC facility's evaluation must conclude whether the SUA concept is:
 1. operationally feasible;
 2. operationally feasible with specified alternatives or modifications, or;
 3. not operationally feasible, detailing the specific reasons and providing alternative suggestions.
- c. Proponents are cautioned that ATC facility concurrence with the proposal concept only represents the facility's preliminary assessment of the aeronautical and ATC operational feasibility of the proposal concept. The proposal will still be subject to the further processing requirements of this order (e.g., aeronautical study, safety risk management, public comment period, and environmental analysis), and the development of a letter of agreement. Therefore, ATC facility favorable consideration must not be interpreted as the FAA's endorsement or as a final approval of the proposal concept.
- d. ATC facilities are responsible to inform the proponent if their assessment of the SUA proposal concept changes or becomes operationally unfeasible. Proponents are responsible to inform ATC facilities if their proposal concept changes.
- e. In the event a proponent's airspace proposal concept has failed to receive ATC facility(ies) concurrence, constructive feedback, or operationally feasible alternatives/ mitigations, then the proponent should coordinate with the service center MILREP and FAA ATREP to resolve the concern.

- f. For guidance on environmental pre-coordination actions, refer to paragraph 21-1-9 and Chapter 32 of this order.

21-4-4. SUBMISSION OF PROPOSALS

a. SUA proposals are submitted to the appropriate FAA Service Center OSG for formal processing. Military SUA proposals must be submitted to the appropriate Service Center OSG military representative. Before submitting the proposal to the Service Center OSG, the military representative will review the package to determine compliance with the requirements of this order and applicable military service policies.

b. SUA proponents must promptly notify the Service Center OSG if there is a change in requirements that would alter the requested effective date or cancel the need for the proposed airspace. Military SUA proponents must make this notification through their appropriate Service Center OSG military representative.

Section 3. Aeronautical Determinations

29–3–1. FINDINGS

- a. All determinations for an outdoor laser operation must be issued in writing.
- b. Determinations rendered must either be objectionable or non–objectionable. A non–objectionable letter of determination (LOD) issued by the FAA is not permission nor an endorsement of the outdoor laser operation.
- c. Determinations may be telephoned to the proponent and to the CDRH; however, each must be followed up with a written response.
- d. Send a copy of the LOD to the military liaison offices, RNGB and geographic field office/FSDO, affected ATC facilities, and other offices as appropriate.
- e. Forward a copy of objectionable LODs to Rules and Regulations Group.
- f. The iOE/AAA, Laser Module may be used in lieu of sending copies when feasible.

29–3–2. CONTENT OF DETERMINATIONS

- a. As a minimum, letters of non–objection determinations must:
 1. Include a listing of any provisions, conditions, or limitations.
 2. Inform the proponent not to incorporate change(s) into the proposed activity once a non–objection LOD has been issued unless the Service Center OSG amends the LOD change in writing.
 3. Stipulate a requirement that proponents must notify the FAA designated representative of:
 - (a) Any changes to show “start/stop” times or cancellation 24 hours in advance.
 - (b) The laser light activity 30 minutes before start time and upon completion.
 4. Include a statement advising the proponent that the determination is based on FAA requirements only and final approval must also be obtained from the appropriate authority.
 5. Specify that the FAA determination does not relieve the sponsor or operator of compliance responsibilities related to laws, ordinances or regulation of any federal, state, or local government.
 6. Include the name and telephone number of the ATC facility to be notified and other information as deemed appropriate.
 7. Indicate NOTAM requirements.
- b. An objectionable LOD must inform the proponent:
 1. That a determination of objection is being issued.
 2. Why the proposal does not satisfy FAA requirements.
 3. That supplementary information may be submitted for reconsideration.
- c. If negotiations to resolve any objectionable effects are not successful, the determination of objection stands.

29–3–3. PUBLICATION OF LASER OPERATIONS IN THE NAS

- a. When the Service Center OSG issues a determination of non–objection, consider the time of duration (in days) of the laser activity.
- b. The Service Center OSG must review these publications for currency of published laser operations bi-annually. The Service Center will initiate paperwork to delete or amend any published information that requires amending.

c. The Service Center OSG will forward to Aeronautical Information Services (AIS) AJV-A information for publication as follows:

1. Class II Publications. Temporary laser operations at a specific location that will exceed 56 days but less than 180 days.

NOTE-

Publication in the Class II publication is dependent on established cutoff dates.

2. Appropriate aeronautical charts. Laser operations at a specific location that will exceed 180 days or are considered permanent.

3. Chart Supplement. Publish in the Chart Supplement laser operations that will exceed 180 days at a specific location.

design and initiate training programs to educate air traffic personnel in Headquarters, in the Service Centers, Air Traffic Services Service Areas, and in air traffic field facilities on environmental laws, regulations, policies, and processes related to the implementation or revision of air traffic airspace and procedures.

The Rules and Regulations Group must direct and implement training for air traffic Environmental Specialists in the use of environmental screening and modeling tools (see subparagraph 32-1-5.b, Service Center Directors). Additionally, the Rules and Regulations Group must serve as the air traffic focal point for the Headquarters Environmental Network chaired by the Office of Environment and Energy (AEE).

b. Service Center Directors.

1. The Service Center Directors have the final responsibility for ensuring that all appropriate environmental documentation within their area of jurisdiction is prepared accurately and completely.

2. The Service Center Directors are responsible for designating at least one person to serve as the Environmental Specialist within his/her service center to address air traffic environmental issues. Funding for training associated with the duties of the Environmental Specialist must also be the responsibility of the Service Center Director (or his/her designee).

3. The Service Center Director (or his/her designee) must appoint a representative to serve as the focal point for his/her service center on Regional Environmental Networks within his/her service center. The representative must coordinate any environmental compliance and documentation activities in his/her service center with the Rules and Regulations Group, as appropriate.

4. The Service Center Directors must ensure that the Environmental Specialist attends the following training or equivalent, as soon as practical after his/her appointment to the position:

(a) FAA Academy Course #50019, Airspace and Procedures.

(b) Electronic Learning Management System (eLMS) Course #60000076, Mission Support Services' National Environmental Policy Act (NEPA) & Air Traffic Applications.

(c) Electronic Learning Management System (eLMS) course NEPA for Airspace Actions.

(d) Environmental Review Process for IFPs and the Environmental Pre-Screening Filter.

(e) Environmental screening tools (pre-screening filter, noise screening guidance document, and/or TARGETS Environmental Plug-in, or other FAA-approved modeling tool).

(f) Environmental Modeling Tools (Aviation Environmental Design Tool (AEDT) or other FAA-approved modeling tool).

NOTE-

Recurrent training to supplement these minimums should be provided, as appropriate. Additionally, when members of the FPT or other specialists have duties that include the use of the Pre-Screening Filter, they must complete training on the Filter, NEPA for Airspace Actions.

c. OSG Manager.

The OSG manager must act as the FAA environmental point of contact when another Federal agency (for example, Department of Defense (DoD)) requests FAA participation as a Cooperating Agency on air traffic or airspace actions.

NOTE-

When a request for Cooperating Agency status is received from the DoD related to Special Use Airspace (SUA), a copy of Appendix 2 and Appendix 3, (flow charts for SUA environmental and aeronautical non-rulemaking and rulemaking actions, respectively) along with a copy of Appendix 4 (a summary of FAA procedures for processing DoD SUA actions), will be attached to the response. A copy of the response, which will also identify the Service Center Environmental Specialist, will be provided to the appropriate Service Center.

d. Service Center Environmental Specialist.

1. Center, TRACON, and ATCT facility managers are responsible for participating in the development of all appropriate environmental documentation for proposed air traffic actions within their jurisdiction, and

assisting the Service Center Environmental Specialist in ensuring that such documentation is prepared accurately and completely.

The facility managers must designate at least one facility staff specialist within their scope of operations to coordinate with the Service Center Environmental Specialist when addressing environmental issues and concerns. The facility specialist may be required to perform his/her environmental duties on a full-time or collateral basis. The decision about the need for a full-time Environmental Specialist at a field facility must be made by the facility manager.

2. The Service Center Environmental Specialist is responsible for the preparation of CATEXs, Environmental Assessments (EA), Environmental Impact Statements (EIS), Adoption NEPA documents, Written Reevaluations, Findings of no Significant Impact (FONSI), Records of Decision (ROD), and supporting documentation for air traffic actions unless it is a CATEX prepared based on the results of the IFP Environmental Pre-Screening Filter that does not require additional environmental review. In that case, the OSG FPT is responsible. (See paragraph 32-1-5e.) When the results of the Pre-Screening Filter indicate that additional environmental review is needed, the Service Center Environmental Specialist is responsible for additional review and preparation of the appropriate NEPA documentation. The Service Center Environmental Specialist is also responsible for posting these documents to the appropriate KSN site.

NOTE-

A simple written record identifying the applicable CATEX from FAA Order 1050.1F 5-6 is sufficient when the proposed action qualifies for simple documentation per FAA Order 1050.1F 5-3, including documentation resulting from certain actions processed by the Environmental Pre-Screening Filter Tool or the process described in subparagraph 32-2-1b2 of this order. Actions that are appropriate for simple documentation are sometimes documented by a responsible FAA official other than a Service Center Environmental Specialist.

3. The Service Center Environmental Specialist must provide guidance in the use of the IFP Environmental Pre-Screening Filter.

4. The Service Center Environmental Specialist must provide guidance in and oversee the preparation of the Air Traffic Initial Environmental Reviews (IERs) (see Appendix 5).

5. The Service Center Environmental Specialist is responsible for reviewing environmental studies and forwarding written concurrence to the air traffic facilities that originate the environmental documentation.

6. The Service Center Environmental Specialist must review environmental compliance documentation initiated by Technical Operations in the Service Centers.

7. The Service Center Environmental Specialist must coordinate with Airport District Offices or the Airports Division, within his/her jurisdiction, on the preparation of environmental compliance documents and 14 CFR, Part 150, Airport Noise Planning, Land Use Compatibility Guidelines (Part 150) studies undertaken by these offices. Review and comments by the Service Center Environmental Specialist must be directed to those matters affecting the operation of the air traffic program. Comments must be forwarded to the appropriate organization in the Office of Airports. The Service Center Environmental Specialist may also be requested to attend public meetings or hearings to provide support to the facility, regional office, service center, or other lines of business convening the meetings or hearings.

8. The Service Center Environmental Specialist must review other agencies' environmental documentation when applicable (for example, when the FAA is considering adopting another agency's environmental documentation).

9. In the case of SUA actions, the Service Center Environmental Specialist must review environmental studies in accordance with paragraph 32-2-3.

10. The Service Center Environmental Specialists must coordinate with each other and with their counterparts in other agencies, as appropriate. Service Center Environmental Specialists are encouraged to engage in early coordination with AGC when working on a project that is complex, involves novel issues, or is expected to elicit public opposition.

e. OSG Flight Procedures and Airspace Specialist (FPT/AT)

1. The responsibility to coordinate and consult with the Service Centers' EPSs for environmental analysis and documentation rests with the following flight procedures and airspace specialists as applicable and defined in FAA Order 8260.19 and JO 7100.41.

(a) The OSG Flight Procedures Team is responsible for IFP establishment, change and cancellation requests to IFPs.

(b) The OSG Airspace Teams are responsible for the establishment, change or cancellation requests to airway routes (as applicable) and assisting with IERs.

(c) AJV-A is responsible for IFP establishment or change requests to AFS assigned special procedures and AJV-A initiated maintenance actions.

(d) AFS-400 is responsible for IFP Non-FAA Service Provider procedures (also referred to as "third-party developed flight procedures").

2. The respective flight procedure or airspace specialist must provide the Environmental Specialist information and data concerning the flight procedure being analyzed by the EPS for potential environmental impacts, and that will support the EPS' preparation of a CATEX and other related environmental documentation as necessary. When the results of the Pre-Screening Filter indicate that additional environmental review is needed, the Service Center Environmental Specialist is responsible for completing that additional review and preparing the appropriate environmental compliance documentation. If additional information about the flight procedure is necessary to complete a sufficient environmental analysis, the EPS and flight procedure designer(s) are responsible to determine what additional information is necessary to complete the environmental document.

f. Air Route Traffic Control Center (ARTCC), Terminal Radar Approach Control (TRACON), and Airport Traffic Control Tower (ATCT) facility managers.

1. ARTCC, TRACON, and ATCT facility managers are responsible for coordinating and consulting with the Service Center Environmental Specialist to ensure that all appropriate environmental documentation for proposed air traffic actions within their jurisdiction is prepared accurately and completely. For procedures reviewed through the IFP Environmental Pre-Screening Filter, these managers must ensure that the results of the Filter are reviewed by appropriate FAA personnel, and with the Service Center Environmental Specialist, as appropriate and necessary.

(a) For actions that require additional environmental review, these managers are responsible for consulting with the Service Center Environmental Specialist who recommends the appropriate level of environmental review.

(b) For actions other than Advisory or Emergency Actions (as defined in FAA Order 1050.1), and actions that require additional environmental review beyond the IFP Environmental Pre-Screening Filter, the facility manager must ensure that, at a minimum, an Air Traffic Initial Environmental Review (IER) (see Appendix 5) is prepared and submitted, with supporting information, to the Service Center Environmental Specialist along with a description of the proposed action (see Paragraph NO TAGa, Determination of Appropriate Environmental Documentation). Under some limited circumstances, the Service Center Environmental Specialist may waive the need for completion of the IER by substituting an appropriate level of documentation, such as a memorandum to the file.

(c) For IFP actions reviewed through the IFP Environmental Pre-Screening Filter, the OSG FPT must assist the Service Center Environmental Specialist in determining the appropriate level of environmental documentation after reviewing the results from the Filter. The Service Center Environmental Specialist must then prepare the Categorical Exclusion Declaration (if appropriate) for signature by the Service Center Director (or his/her designee). If preparation of an EA or EIS requires the use of contractor funds and staff, the field facility must forward that recommendation to the Service Center Director for approval and action.

2. The ATCT facility manager should be involved early in the design phase of a proposed IFP action, and any other applicable air traffic action, to ensure that a full understanding of tower/airport operations is included

in the alternatives development for the description of the proposed action. The facility manager is responsible for ensuring that information provided to the ARTCC and/or TRACON is complete and accurate.

3. Facility managers are also responsible for designating at least one facility staff specialist within their scope of operations to address environmental issues, and for coordinating with the Service Center Environmental Specialist.

(a) The facility specialist may be required to perform his/her environmental duties on a full-time or collateral basis. The decision about the need for a full-time Environmental Specialist at a field facility must be made by the facility manager.

(b) Facility managers must ensure that the specialist who performs environmental duties on a full-time basis attends the training specified in paragraph 32-1-5b. above, as soon as practical.

(c) The environmental screening and modeling tools training is also recommended, but is not mandatory. Additionally, where other facilities have, or are authorized to have, an operations specialist (for example, Plans and Programs Specialist or Procedure Specialist) to conduct environmental activities as a collateral duty, it is recommended that these specialists attend the above-referenced training.

4. Facility managers must ensure that their facility is represented at meetings of the Office of Airports and other lines of business, such as environmental compliance and Part 150 process meetings, where decisions rendered could affect air traffic operations in their area of responsibility.

(a) Facility managers are responsible for working with operating divisions, airport sponsors, and contract support personnel in the environmental review processes. Air traffic attendance at these meetings does not necessarily constitute air traffic endorsement or sanction of the proposed action.

(b) Environmental compliance and Part 150 studies must receive thorough review at the facility level. Review and comments on Office of Airports documents must be directed to those matters that affect the operation of the air traffic program. Facility comments must be forwarded to the Service Center Environmental Specialist, not more than 15 days after receipt of the document or study. (Requests for longer periods of review must be coordinated with the Service Center Environmental Specialist on an as needed basis.) Prior to a facility submitting comments directly to other operating divisions, or airport sponsors, the facility point of contact must discuss relevant and applicable airspace and/or air traffic issues with the Service Center Environmental Specialist.

5. Facility managers (or their designees) must not make or recommend a proposed flight track, route, or air traffic flow as a preferred action for the sole purpose of noise abatement. They may, however, indicate if the proposed action is operationally feasible or safe (within the context of aircraft separation standards). The airport sponsor (operator) is solely responsible for the recommendation of noise abatement procedures.

Section 2. Environmental Processing

32-2-1. THE PROCESS

The ARTCC, TRACON, and ATCT facilities, in coordination with the Service Center and Service Center Environmental Specialist, must conduct environmental compliance actions for any proposed air traffic action under their jurisdiction with the potential to impact the human environment. Examples of air traffic actions include, but are not limited to, flight procedure changes that create new flight tracks over noise sensitive areas, flight procedure changes that alter existing flight tracks over noise sensitive areas, lowering altitudes of routes or procedures utilized by aircraft, establishment or modification of certain SUA, and actions affecting operational changes (for example, changes in runway use percentages or headings). Environmental documentation for such actions must be completed prior to approval and implementation. (See Appendix 1, Environmental Study Process Flow Chart, for the steps from action concept to implementation.)

a. Questions to ask when considering the potential environmental impact of flight procedures or other air traffic actions may be, but are not limited to:

1. Are there aircraft currently flying over the area of change?
2. Are route altitudes increasing or decreasing?
3. Are the routes moving laterally, and if so, how far from the baseline route?
4. Will the number of operations increase?
5. Are there projected changes in runway use?
6. Will the types of aircraft change?
7. Will nighttime operations increase?

If the FAA is not the proponent of the proposed air traffic action (for example, the Department of Defense or an Airport Sponsor [the proponent] requests the FAA to take the action) then the proponent is responsible for funding and preparation of environmental documentation associated with the proposed action. FAA Order 1050.1, paragraph 2-2.2 discusses the responsibility for preparation of EAs or EISs (respectively) where FAA must approve the project. Signature authority for the environmental documents discussed in this section must be in accordance with paragraph 32-1-4, Delegation of Authority, of this chapter.

The FAA or non-FAA proponent must prepare and submit the associated environmental documentation in conjunction with the proposed air traffic action, as follows:

b. Determination of Appropriate Level of Environmental Documentation.

1. The appropriate level of environmental documentation required must be determined by the Service Center Environmental Specialist after all portions of a proposed action have undergone the Air Traffic Initial Environmental Review (IER) (see Appendix 5). The IER form must be completed for all projects that:

(a) Require the use of computer-based noise screening or modeling tools, or

(b) Require Headquarters-level funding for completion of environmental impact analysis and documentation.

2. For those projects not requiring the use of computer-based noise screening or modeling tools or that are not being funded at the Headquarters level, completion of the IER is optional. Facility personnel and the Service Center Environmental Specialist must coordinate completion of the IER form.

3. If someone other than the Service Center Environmental Specialist completes the IER form, the completed IER form, along with a recommendation as to whether the proposed action warrants no further environmental review, a CATEX, or preparation of an EA or an EIS, must be forwarded to the Service Center Environmental Specialist for review and incorporation of the proposed project information into the NEPA

document. Field personnel must consult FAA Order 1050.1 before recommending the appropriate level of environmental review for a proposed action to the Service Center Environmental Specialist.

4. For IFP or other actions reviewed through the IFP Environmental Pre-Screening Filter, the OSG FPT should assist the Environmental Specialist in determining the appropriate level of environmental documentation after reviewing of the results from the Filter. If the Filter results indicate that a CATEX is warranted, the OSG FPT must assist the Environmental Specialist in the preparation of a CATEX by providing information about the action to help ensure that the action is appropriately and thoroughly described in the CATEX. After the CATEX is approved, the action may be implemented.

5. AFS and AJV-A initiated maintenance actions, described in paragraph 8-3-4 of FAA Order 8260.19, that result in no change to the charted flight paths (tracks) and have little or no potential to trigger extraordinary circumstances, as defined in FAA Order 1050.1, may be processed using simple documentation as defined in FAA Order 1050.1. Documentation must include a simple written record that a specific CATEX was determined to apply to the Proposed Action on a series 8260 form, but is not required to be processed through the pre-screening filter tool and does not require completion of an IER Form or additional review by a Service Center Environmental Specialist.

6. For an amended flight procedure to qualify for processing without further environmental review by a Service Center Environmental Specialist, the procedure must meet all of the following criteria:

(a) any changes included in the amendment are limited to one or more of the following. Actions listed generally qualifying for CATEX 5-6.5i, 5-6.5j, or 5-6.5k:

- (1)** changes to and/or additional Lines of Minimum (FAA Order 8260.19, paragraph 8-6-11) (5-6.5i);
- (2)** altitude increases (5-6.5i);
- (3)** instrument flight rules (IFR) takeoff minimums
- (4)** textual Obstacle Departure Procedures (ODPs) (only applies to close-in obstacle notes and/or no track changes) (5-6.5i);
- (5)** Minimum Safe Altitudes (5-6.5i);
- (6)** holding pattern and circling changes that do not result in a new obstacle evaluation area (e.g., larger pattern/radii, inbound course change, new holding turn/circling direction) (5-6.5i);
- (7)** Visual Climb Over Airport (VCOA) (5-6.5i);
- (8)** missed approaches and/or missed approach holding patterns (5-6.5j);
- (9)** name changes (airport, fix, procedure, etc.) (5-6.5k);
- (10)** adding, amending, or removing notes to procedures (5-6.5k);
- (11)** Magnetic Variation (MagVar) adjustments (5-6.5k);
- (12)** coding changes with no track/altitude changes (5-6.5k), and;
- (13)** cancellation of IFPs not currently being flown (5-6.5k).

(b) the amendment is not a smaller subset of a larger action.

(c) the amendment does not result in changes to published lateral flight paths/ground tracks.

(d) the amendment does not result in a decrease in altitude or decrease in glideslope angle (including as a result of relocation of fixes along the same flight path).

c. The following are specific sections of FAA Order 1050.1 that must be reviewed:

1. Advisory Actions, paragraph 2-1.2b. A memorandum to the file may be the only documentation necessary.

2. Emergencies, paragraph 5–6.1a.

3. Extraordinary Circumstances, paragraph 5–2.

4. Categorical Exclusions (CATEXs), paragraph 5–6.5, and Extraordinary Circumstances, paragraph 5–2.

Only those categorical exclusions listed in FAA Order 1050.1 may be cited. However, the categorical exclusion referenced in AEE's Guidance Memo #5 dated December 6, 2012, Guidance for Implementation of the Categorical Exclusion in Section 213(c)(1) of the FAA Modernization and Reform Act of 2012 (known as CATEX 1), (see FAA Order 1050.1, paragraph 5–6.5.q) may also be used.

A review of Categorical Exclusion Documentation, paragraph 5–3, will assist in determining the appropriate level of environmental documentation required for a CATEX (see Appendix 6 of this order for a "Sample Categorical Exclusion Declaration").

5. Chapter 6 of FAA Order 1050.1 addresses EAs and FONSIs. A review of this chapter will assist in determining when to prepare these documents. The FAA may adopt, in whole or in part, an EA prepared by another Federal agency. Consult FAA Order 1050.1 paragraphs 6–3.c and 8–2 to determine if the other agency's EA meets the criteria for FAA adoption.

6. Chapter 7 of FAA Order 1050.1 addresses EISs and RODs. A review of this chapter will assist in determining when and how to prepare these documents.

7. A review of FAA Order 1050.1, Appendix B, will assist in determining whether a noise analysis is warranted and if so, what type of analysis should be conducted. A noise analysis requires several different types of input data including radar data. This data is available to FAA and other Federal Government personnel. Request for the data should be made through the Service Center Environmental Specialist assigned to the proposal.

d. NAS data may contain sensitive information and must be handled accordingly.

1. Requests made to the FAA to release NAS data, to other than Federal agency personnel, including but not limited to radar track data, must be processed in accordance with FAA Order 1200.22, External Requests for National Airspace System (NAS) Data, or via the Freedom of Information Act (FOIA) process.

2. Requests from the Department of Defense for NAS data supporting the mission of the NAS Defense Programs (NDP) (defined as communications, surveillance or aircraft movement in FAA Order JO 6000.198, FAA Maintenance of NAS Defense Facilities and Services) must be submitted to the NDP. Requests to the NDP can be sent to AJW-B7-ORG-MGR@faa.gov.

e. Preparation of Environmental Documents. The following are various levels of environmental review and documentation that may be prepared:

1. Actions Not Subject to NEPA Review. See FAA Order 1050.1, paragraph 2–1.2, for a list of actions that do not require an environmental study.

2. No Further Environmental Review Required. Some air traffic actions are subject to NEPA review, but require no further environmental action after the initial environmental review (IER) is completed. These actions involve modifications to airspace and/or procedures and may fit some or all of the following criteria. Special purpose environmental requirements may still apply to airspace and/or procedures that fit some or all of these criteria. No further environmental review is required if the proposed change:

(a) Is over 18,000 ft above ground level (AGL). Currently, there is no need to analyze aircraft noise above 18,000 ft AGL. However, greenhouse gas requirements may require analysis of fuel burn and carbon dioxide (CO₂) impacts.

(b) Is over 7,000 AGL for arrivals, and/or over 10,000 ft AGL for departures and/or overflights.

(1) Any decision to analyze aircraft noise over 10,000 ft AGL is an exception and should be coordinated with the ATO Rules and Regulations Group at FAA headquarters at the earliest possible time.

(2) Proposed flight procedure changes between 10,000 ft and 18,000 ft AGL should be analyzed for potential impacts when there is a national park or wildlife refuge in the study area that has a quiet setting that is a generally recognized purpose and attribute, and also in situations when the flight procedure change is likely to be highly controversial.

- (c) Is over a non-noise sensitive area(s).
- (d) Does not alter the current noise footprint.
- (e) Does not cause the following noise level change over noise sensitive areas, as defined in FAA Order 1050.1, paragraph 11-5 (10): +1.5 dB for 65 DNL and higher.

For IFP actions reviewed through the IFP Environmental Pre-Screening Filter, most of these determinations will be made automatically based on the information input into the Filter.

NOTE—

An FAA-approved environmental screening tool or model must be used to confirm the noise data when the project is not processed through the IFP Environmental Pre-Screening Filter.

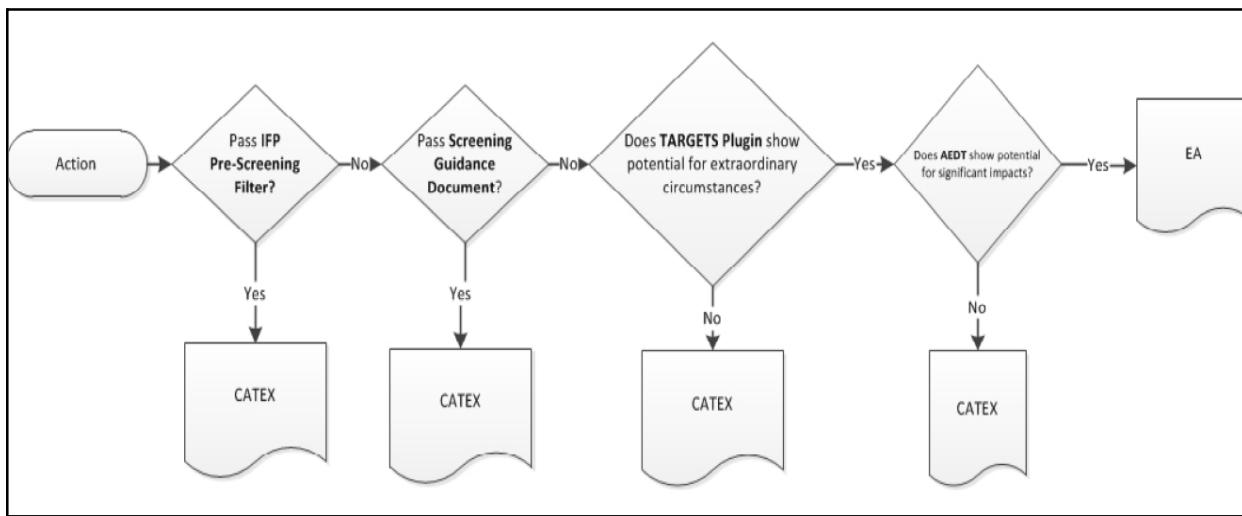
3. Actions Not Requiring a Noise Analysis. (See FAA Order 1050.1, Appendix B, Paragraph B-1.)

4. Following review and consultation, the field facility manager and Service Center Environmental Specialist may agree that no further environmental review is required. When this occurs, the originating facility must prepare a memorandum to the file and attach any supporting documentation, which indicates the basis for the determination (such as a copy of the proposed action that includes references to the above criteria, results of the noise review, etc.).

The memorandum must include, if applicable, references to the provisions of FAA Order 1050.1 that support the determination (for example, whether the proposed action is administrative or advisory in nature).

5. Actions Requiring Environmental Modeling for NEPA Compliance. FIG 32-2-1 shows the levels of environmental screening and modeling that are required for NEPA compliance.

FIG 32-2-1
Levels of Environmental Screening and Modeling for NEPA Compliance



6. Non-FAA proponents and third party developers. To meet the requirements of NEPA and other applicable environmental requirements, potential environmental impacts of flight procedures submitted by third party procedure developers must be considered. A proposed procedure development package submitted by a third party developer to an environmental specialist must include (at a minimum) the following information:

- (a) Draft Initial Environmental Review (IER) in accordance with process outlined in Appendix 5 of this Order.

(b) Documentation (email or letter) from the responsible FAA facility to the proponent indicating concurrence with the proposed development of the procedure(s).

7. The Service Center Environmental Specialist will review the documentation to determine if a categorical exclusion is applicable. If the procedure qualifies for a categorical exclusion, the Environmental Specialist will prepare a Categorical Exclusion Declaration and process it in accordance with the requirements of Appendix 6 of this Order.

(a) If necessary, the Service Center Environmental Specialist must use the MITRE Screening Guidance Document referenced in paragraph 32-3-3, below, to assist in determining if the CATEX is applicable.

(b) The Service Center Environmental Specialist must contact the proponent if any additional information is needed to support the CATEX.

8. If the Guidance for Noise Screening of Air Traffic Actions indicates that additional review is required, the Service Center Environmental Specialist will use one of the following tools, as appropriate, to perform the next level of screening to determine if the CATEX is applicable:

(a) Terminal Area Route Generation Evaluation and Traffic Simulation (TARGETS) tool with the Environmental “Plug-in,” or other FAA approved noise screening tool.

(b) If that level of screening indicates that a CATEX is applicable, the Environmental Specialist will prepare a CATEX declaration (Appendix 6 of this order) with results from the above screening tool(s) attached.

(c) If screening of a flight procedure(s) indicates that a CATEX is not applicable, then an Environmental Assessment (EA) should be completed. Flight procedures requiring an EA will be returned to the proponent for additional information that will enable the Service Center Environmental Specialist to conduct an EA level of environmental impact analysis and documentation.

(1) A “focused” EA with required noise analysis may be appropriate in this situation. In coordination and consultation with the Service Center Environmental Specialist, preparation of the EA and any related environmental analysis will be the responsibility of the proponent, and must be completed in accordance with all applicable environmental regulations and requirements.

(2) The Service Center Environmental Specialist is responsible for providing advice and assistance to the proponent during the EA preparation; independent review and EA completion; and preparation and completion of a FONSI or decision that an EIS is required.

9. Categorical Exclusions. If someone other than an EPS completes an IER (when applicable), the completed IER form, and any other documentation describing the proposed action, must be forwarded to the Service Center Environmental Specialist for review and incorporation into the NEPA document.

(a) The Service Center Environmental Specialist must then prepare the CATEX declaration. If the IFP Environmental Pre-Screening Filter is used, then the environmental data is gathered electronically instead of through the IER, and it is forwarded to the appropriate next step in the IFP process.

(b) A CATEX does not apply to a proposal if extraordinary circumstances, as described in FAA Order 1050.1, paragraph 5-2, Extraordinary Circumstances, exist.

10. Environmental Assessments. Although the facility manager must make a recommendation on the level of environmental review, the Service Center Environmental Specialist must make the final determination as to whether the proposed action warrants preparation of an EA or an EIS. For proposed actions that warrant an EA level of review, the Service Center Environmental Specialist may need to request additional resources, funding, and information to support the proposal.

(a) Consultation with the Rules and Regulations Group regarding projects at this stage is recommended.

(b) If an independent contractor is to prepare the EA, the Service Center Environmental Specialist must oversee the preparation to ensure compliance with FAA Order 1050.1, Chapter 6, Environmental Assessments and Findings of No Significant Impact.

(c) Chapter 6 of FAA Order 1050.1 summarizes and supplements requirements of the Council on Environmental Quality (CEQ) regulations for EAs. The CEQ regulations do not specify a required format for an EA; however, FAA Order 1050.1, paragraph 6-2.1, contains a sample format that will facilitate preparation of an EA, and integrate compliance with other environmental laws, regulations, and Executive Orders with NEPA review.

(d) All EAs must be focused and concise in accordance with CEQ and AEE guidance. As defined in the CEQ regulations implementing NEPA, an EA is a “concise public document” that “briefly provides sufficient evidence and analysis for determining whether to prepare an environmental impact statement or a finding of no significant impact.”

(1) 40 CFR §1508.9(a). An EA must include “brief discussions” of the need for the proposed action, alternatives to the proposed action, and the potential environmental impacts of the proposed action and alternatives.

(2) 40 CFR §1508.9(b). In addition to these specific directions for EAs, the CEQ regulations also contain guidelines regarding the importance of reducing paperwork (for example, by “discussing only briefly issues other than significant ones”) and reducing delay (for example, by setting time limits for deciding whether to prepare an EIS.) (See 40 C.F.R. §§ 1500.4(c), 1500.5, 1501.8(b)(2)(i)).

11. These concepts are also emphasized in other CEQ guidance, as well as in DOT and FAA orders, and guidance for implementing NEPA actions. To achieve a focused and concise EA, the following must be considered:

(a) Where there are anticipated effects to a resource, but those effects are clearly below thresholds of significance as defined in FAA Order 1050.1, briefly document that fact with an explanation that thresholds would not be reached or exceeded.

(b) Do not address impact categories that the action has no potential to impact, such as construction, farmland, and water quality.

(c) Scale the NEPA review process to the nature and level of the expected environmental impact. Include only what is absolutely necessary in the document and include any additional required supporting data in an appendix.

(d) Do not include information in the document (not even in an appendix) that can be incorporated by reference to a related proposed action analyzed in a previous NEPA document, and made available on a publicly accessible website.

12. Findings of No Significant Impact. If an EA reveals that a proposed air traffic action would not cause significant adverse impacts, the Service Center Environmental Specialist must prepare a FONSI.

(a) FAA Order 1050.1, paragraph 6-3, Finding of No Significant Impact, summarizes and supplements CEQ requirements for FONSIs. The CEQ regulations do not specify a format for FONSIs, but FONSIs must contain the information discussed in 40 CFR 1508.13. The FONSI may be attached to an EA, may be combined with the EA in a single document, or may be a stand-alone document.

(b) Paragraph 6-3 should be reviewed in detail prior to completion of a FONSI to assist in determining the type of document to prepare.

(1) If the FONSI is not combined with, or attached to an EA, it must include a summary of the EA and note any other environmental documentation related to it.

(2) If the FONSI is attached or included with the EA, the FONSI does not need to repeat any of the discussions in the EA but may incorporate them by reference.

(3) All documentation relied upon must be made available to the public upon completion of the environmental process.

(c) If mitigation of potential impacts is included as a requirement in the FONSI, the appropriate follow-up actions must be taken to ensure that the required mitigation is implemented. The Service Center preparing the FONSI is responsible for ensuring that the required mitigation actions are implemented.

13. Environmental Impact Statement. If a proposed action requires preparation of an EIS, the Service Center Environmental Specialist must advise the Area Director when there is a need to seek funding and/or resources for the EIS. Consultation with the Rules and Regulations Group regarding projects at this stage is highly recommended.

(a) The FAA, or a contractor it selects, will prepare an EIS for projects that potentially may cause significant environmental impacts (40 CFR Part 1506.5(c)).

(b) If an independent contractor is to prepare the EIS, the Service Center Environmental Specialist must oversee the preparation to ensure compliance with FAA Order 1050.1, paragraph 7-1.2, Environmental Impact Statement Process.

NOTE—

The Service Center Environmental Specialist will ensure that all EAs and any subsequent EISs for proposed air traffic action within his/her area of jurisdiction meet the requirements of FAA Order 1050.1. The originating facility is responsible for the accuracy of operational data and assumptions contained therein.

14. Record of Decision. For all proposed air traffic actions that have been the subject of an EIS, the Service Center Environmental Specialist must prepare a ROD in accordance with FAA Order 1050.1, paragraph 7-2.

(a) For proposed air traffic actions for which a FONSI is prepared, the Service Center Environmental Specialist should consider preparing a ROD in accordance with FAA Order 1050.1, paragraph 7-2.

(b) If an independent contractor prepares the EIS, that contractor may also support preparation of the ROD; the ROD documents the agency's decision on the Federal action and remains the responsibility of the FAA.

32-2-2. ENVIRONMENTAL REVIEW OF FLIGHT PROCEDURES AND OTHER AIR TRAFFIC ACTIONS

a. "Procedures." The term "procedures" in FAA Order 1050.1 refers to published flight procedures (conventional, PBN IFPs, visual, and others appearing in the FAA's Instrument Flight Procedures (IFP) Information Gateway web page) and radar tracks, which are the actual flight paths.

b. Performance-Based Navigation (PBN) Procedures: Refers to satellite-based navigation procedures known as Area Navigation/Required Navigation Performance (RNAV/RNP) procedures. Establishing and implementing a new or revised PBN Instrument Flight Procedure (IFP) constitutes a federal action under NEPA. Accordingly, the FAA must consider environmental impacts before it can take steps to implement a PBN IFP. There are several CATEXs in FAA Order 1050.1, paragraph 5-6.5, that may apply to these flight procedures and other air traffic action, which preclude the need to prepare an EA or EIS for new or revised PBN IFPs.

c. Categorical Exclusions for Flight Procedures and Other Air Traffic Actions: FAA Order 1050.1 includes several CATEXs that normally apply to flight procedures (provided no extraordinary circumstances apply). See FAA Order 1050.1, subparagraphs 5-6.5g, 5-6.5i, and 5-6.5 p. These CATEXs apply to procedures that:

1. Use overlays of existing flight procedures (paragraph 5-6.5g).
2. Are conducted at 3,000 feet AGL or more (paragraph 5-6.5 i).
3. Are conducted below 3,000 feet AGL, but do not cause traffic to be routinely routed over noise-sensitive areas (paragraph 5-6.5 i).
4. Are modifications to currently approved IFPs conducted below 3,000 feet AGL that do not significantly increase noise over noise-sensitive areas, or involve increases in minimum altitudes or landing minima (paragraph 5-6.5 i).
5. Are new flight procedures that routinely route aircraft over non-noise-sensitive areas (paragraph 5-6.5 p).
6. Are published flight procedures, but do not change existing tracks, create new tracks, change altitude, or change concentration of aircraft on these tracks (paragraph 5-6.5 k).

NOTE-

FAA Order 1050.1 also recognizes that increasing the concentration of aircraft over existing noise-sensitive areas below 3,000 feet AGL and introducing new traffic on a routine basis over noise-sensitive areas below 3,000 feet AGL may cause a significant noise increase that would preclude the use of a CATEX (see FAA Order 1050.1, subparagraphs 5–6.5i and 5–6.5k).

d. Conducting Environmental Review of Proposed Flight Procedures. Additional environmental analysis is needed in some cases to determine the appropriate level of NEPA review for proposed flight procedures. A determination of whether a proposed flight procedure that would normally be categorically excluded, but requires an EA or EIS, depends on whether the proposed action involves “extraordinary circumstances.” (See FAA Order 1050.1, paragraph 5-2).

1. If additional analysis shows that extraordinary circumstances do not exist, then the procedure can be categorically excluded from further environmental review under NEPA.

2. If analysis shows that extraordinary circumstances exist, then the procedure does not qualify for a CATEX, and an EA or EIS is required. Extraordinary circumstances exist when the proposed action involves any of the conditions described in FAA Order 1050.1, paragraph 5-2, and also may have a significant effect on the environment.

3. Circumstances listed in FAA Order 1050.1 that are most likely to require additional analysis with respect to a proposed procedure include:

(a) An impact on noise levels of noise-sensitive areas (paragraph 5-2 b (7)).

(b) Effects on the quality of the human environment that are likely to be highly controversial on environmental grounds (paragraph 5-2 b (10)).

(c) An adverse effect on cultural resources protected under the National Historic Preservation Act of 1966, as amended (subparagraph 5-2 b (1)).

(d) An impact on properties protected under section 4(f) of the Department of Transportation Act (subparagraph 5-2 b (2)).

4. If any of the circumstances described in FAA Order 1050.1, paragraph 5-2, exist for a proposed new or modified flight procedure, additional analysis is required to determine the potential for significant environmental effects.

e. Noise Focusing. The term used to characterize the concentration of noise is “noise focusing.” The actual flight tracks of aircraft flown on conventional IFPs using ground-based Navigational Aids (NAVAIDs) show broad dispersion around the trajectory of the defined flight procedures. The aircraft noise dispersion is typically based on the performance characteristics of individual aircraft types and pilot technique. In contrast, FAA’s experience with satellite-based navigation procedures shows that actual flight tracks and RNAV/RNP PBN procedures converge to a much greater degree. Therefore, aircraft flying RNAV/RNP procedures and the associated noise are concentrated over a smaller area than would be the case for the same operations using conventional, non-RNAV/RNP IFPs.

f. Screening Requirements. Due to concerns with noise focusing as described above, it is particularly important to conduct appropriate noise screening to determine whether or not extraordinary circumstances exist that warrant preparation of an EA or EIS for PBN IFPs that would normally be categorically excluded.

1. Noise screening must be done for PBN IFPs over noise-sensitive areas below 10,000 feet AGL to determine the potential for extraordinary circumstances that may preclude use of a CATEX.

2. PBN IFPs that are not over noise-sensitive areas do not require noise screening; however, a CATEX declaration should be prepared in accordance with subparagraph 32-2-1e9(a).

3. Noise screening is also required between 10,000 feet and 18,000 feet AGL if a procedure would result in operational changes at an altitude that could increase aircraft noise in an area within a national park, national

wildlife refuge, historic site (including a traditional cultural property), or similar area where quiet is an attribute and the noise increase is likely to be highly controversial. (See FAA Order 1050.1, Appendix B, paragraph B-1.5 and paragraph 32-2-1b2(e) of this chapter.) Such screening is used to determine if aircraft flying these procedures would cause increased noise over noise-sensitive areas, and if so, the magnitude of the increase.

4. There are several tools that the FAA has developed to screen for the level of change in noise exposure between the existing condition and a proposed procedure (see paragraph 32-3-3).

g. Obstacle Departure Procedures (ODPs). According to FAA Order 8260.46, Departure Procedure (DP) Program, paragraph 2-1-1b(4), there are two types of ODPs: Textual and Graphic. They are defined as:

1. Textual ODP. A relatively simple ODP may be published textually unless a graphical depiction is required for clarity. Textual ODP instructions that exceed a maximum of one turn, one altitude change, and one climb gradient must be published graphically.

(a) A Textual ODP does not define a specific route nor have a name or computer code assignment, but only advises the operator how to avoid potential obstacles.

(b) This type of action is not considered a major Federal action under NEPA; therefore, FAA Order 1050.1, paragraph 2-1.2 b, Advisory Actions, applies.

2. Graphic ODP. Complex ODPs require a visual presentation to clearly communicate the departure instructions and desired flight paths. If the ODP is depicted graphically, it must be clearly stated on FAA Form 8260-15A, Takeoff Minimums and Textual Departure Procedures (DP), in the Departure Procedure section; for example, "USE JONES DEPARTURE." The decision to graphically publish ODPs rests within AeroNav Products.

(a) A Graphic ODP has a repeatable ground track, has the same naming conventions and computer code assignments, looks almost the same on a chart, and is processed the same as a standard instrument departure (SID). (See FAA Order 8260.46, Departure Procedure (DP) Program, Appendix A).

(b) A Graphic ODP is considered a major Federal Action under NEPA just like an SID. FAA Order 1050.1, Paragraph 5-6.5, Categorical Exclusions for Procedural Actions, should be reviewed to determine if a CATEX applies. FAA Order 1050.1, Appendix B, Paragraph B-1.1, Aircraft Noise Screening, should also be reviewed to determine if noise screening or analysis would be required.

32-2-3. ENVIRONMENTAL REVIEW OF SPECIAL USE AIRSPACE (SUA) ACTIONS

a. The purpose of this section is to ensure that air traffic personnel, FAA Environmental Protection Specialists (EPSSs), and SUA proponents are aware of the need to comply with NEPA and CEQ requirements for evaluating the environmental impacts of proposed SUA use actions. See FAA Order 1050.1, paragraph 3-1.2.b (14). This section supplements the airspace processing requirements contained in Chapters 21–28 of this order.

b. Normally, SUA is designated to support DoD requirements. The FAA/DoD Memorandum of Understanding (MOU) in Appendix 7 sets forth procedures and responsibilities for the evaluation of the environmental impacts of DoD SUA proposals. Among other things, the MOU designates when DoD is the lead agency and when FAA is the cooperating agency for NEPA compliance on SUA proposals for which FAA may designate SUA. Additionally, SUA proposals (see Chapter 21, Section 3) may be initiated by another Federal agency.

c. Appendix 8, FAA Special Use Airspace Environmental Processing Procedures, establishes air traffic environmental processing procedures for proposed SUA actions. In the case of SUA proposals submitted by non-DoD Federal agencies, the responsibility for preparation of an EA or EIS, if required, rests with the proponent (i.e., the requesting Federal agency). The proponent is responsible for providing information, analysis, and a completed NEPA document to FAA for review and adoption in accordance with FAA Order 1050.1, paragraph 8-2, Adoption of Other Agencies' NEPA Documents. FAA retains responsibility under NEPA to ensure that its SUA actions are supported by adequate environmental documentation.

- d.** In accordance with FAA Order 1050.1, paragraph 8–2, Adoption of Other Agencies’ NEPA Documents, the FAA may adopt, in whole or in part, draft or final CATEX, EAs, EISs, or the EA portion of another agency’s EA/FONSI. When the FAA adopts an EA, EIS, or the EA portion of another agency’s EA/FONSI, the responsible FAA official must independently evaluate the information contained in the EA or EIS, take full responsibility for the scope and content that address FAA’s SUA action, issue its own FONSI and/or ROD, and, if applicable, provide notification to EPA that the FAA has adopted an EIS.

32–2–4. CFR PART 150 STUDIES

a. Airport sponsors (Operators) may choose to conduct a 14 CFR Part 150, Airport Noise Planning, Land Use Compatibility Guidelines study to analyze the operation of an airport, identify compatible and non-compatible land uses, and assess the costs and benefits of noise mitigation techniques.

b. Noise Compatibility Programs that result from Part 150 studies often recommend modifications to air traffic routes and/or procedures to accomplish noise abatement. The FAA does not normally make changes in air traffic routes and/or procedures solely for the purpose of noise abatement.

1. Under Part 150, the FAA can approve flight procedures to reduce noise that are recommended in a Noise Compatibility Plan.

2. If modifications to air traffic routes and/or procedures are recommended, air traffic will evaluate those recommendations as to feasibility and provide input to the appropriate organization in the Office of Airports.

c. Preparation of a Part 150 study does not necessarily invoke NEPA; however, the potential implementation of recommended noise abatement measures, such as alternative air traffic procedures, is subject to the environmental review process by the air traffic program.

1. During the Part 150 process, facility managers must keep the Airports Division or Airports District Office representative and the Service Center Environmental Specialist advised of any alternative air traffic control procedures that have the potential to require a NEPA review.

2. Facility managers are responsible for ensuring that current operational data and assumptions (furnished to the entity completing the Part 150 process) are accurate and that future operational data and assumptions reflect reasonable conditions. (Operational data in this context relates to flight track and profile data and/or documentation.)

d. The facility environmental representative and the Service Center Environmental Specialist must coordinate with the Airports Division or Airports District Office representative throughout the Part 150 process. This coordination should ensure that assumptions and data used are reviewed at each phase and results can be verified early in the process. Early coordination will allow for adjustments to any operational assumptions prior to completion of the study.

e. The Service Center Environmental Specialist must coordinate with the Airports Division or Airports District Office personnel to furnish any data necessary for use in the Part 150 study. Additionally, air traffic participation in the process does not constitute air traffic approval for a Part 150 action.

f. During other noise studies conducted by the airport sponsor, facility managers and Service Center Environmental Specialists must work with the airport sponsor and the Office of Airports personnel on the exchange of information as described above.

32–2–5. ENVIRONMENTAL REVIEW OF LETTERS OF AGREEMENT AND OTHER AIRSPACE AND AERONAUTICAL DOCUMENTS

Letters of Agreement (LOA), correspondence, records, reports, and other airspace and aeronautical documents, as described in FAA Order JO 7210.3, Facility Operation and Administration, Chapter 4, Correspondence, Conferences, Records, and Reports, regarding proposed airspace or aeronautical action by the FAA or other agencies who propose to use FAA-controlled airspace (such as SUA), are subject to NEPA review and documentation, and must be reviewed by the relevant Service Center EPS to:

- a. Conduct and document a NEPA review of the proposed air traffic action as described in correspondence and aeronautical documents, including LOA, in coordination with the relevant facility and airspace planning requirements. The Service Center EPS will determine whether the subject of the document concerns air traffic procedures, either new or modified or other air traffic actions that could potentially result in environmental impacts, as defined in FAA Order 1050.1, Environmental Impacts: Policies and Procedures.
- b. Ensure that the description of the proposed action in the relevant NEPA document's Description of Proposed Action and Alternatives is consistent with the description of the action as provided in the LOA and/or other relevant aeronautical documents.
- c. Ensure that the actions described in the airspace correspondence and other relevant aeronautical documents, including LOA, undergo the appropriate level of NEPA analysis and documentation (CATEX, EA, or EIS) as required by FAA Order 1050.1, and Chapter 32 of this order.
- d. For correspondence documents (including LOAs as described in FAA Order JO 7210.3, Chapter 4, Sections 1 and 3) regarding establishment of, or modifications to, air traffic actions; the proponents, or flight procedure developers, or Flight Procedures Teams (FPTs) of the air traffic action may apply initial air traffic screening tools in accordance with paragraphs 32-2-2, Environmental Review of Flight Procedures and Other Air Traffic Actions, and 32-3-3, Environmental Screening and Modeling Tools, to determine the level of NEPA review required for the air traffic action. The Service Center EPSSs will review and confirm all NEPA documentation determinations.
- e. Ensure that all relevant portions of correspondence, records, reports, and other airspace and aeronautical documents, including LOA, that describe the proposed action, are properly incorporated into the NEPA document, and that such documents are appropriately referenced in the NEPA document's reference section.