ORDER

U.S DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

7910.4C

1/7/04

SUBJ: AIRPORT DIAGRAMS

1. PURPOSE. This order establishes qualifying criteria and guidelines for the selection, development, construction, and maintenance of airport diagrams for public-use airports.

2. DISTRIBUTION. This order is distributed to the branch level and above in the Air Traffic Planning and Procedures Program (ATP-1), and the Office of Airport Safety and Standards in Washington; regional Air Traffic and Airports Divisions; Mike Monroney Aeronautical Center and FAA Technical Center; National Aeronautical Charting Office (AVN-500); airports district offices; airport traffic control towers, and limited military offices.

3. EFFECTIVE DATE/CANCELLATION. This Order is effective January 7, 2004. Order 7910.4B dated May 20, 1991, is cancelled.

4. ACTIONS.

a. Regional Air Traffic Divisions are responsible for reviewing existing and proposed airport diagrams and taking appropriate action to ensure compliance with provisions of this order.

b. Actions leading to the development of airport diagrams in accordance with paragraph 8, Program, may be initiated by the following:

(1) At airports with a FAA-operated control tower, the facility air traffic manager may initiate requests for a diagram.

(2) At airports with a contract-operated or non-Federal control tower, the regional Air Traffic Division may initiate requests for a diagram.

(3) At non-tower airports, the regional airport district office may initiate requests for a diagram.

5. EXPLANATION OF CHANGES. The order has been updated to reflect changes in organizational titles.

6. CRITERIA. All towered airports qualify for an airport diagram. Untowered airports must meet the following requirements to qualify for an airport diagram.

Distribution: A-W(TP/AS)-3; A-X(AT/AS)-3; A-YZ-1; A-FAS-1(LTD); A-FAT-2/8(LTD); MILITARY (LTD); AVN-500 (1 copy)

Initiated By: ATA-100

a. Have two or more runways with associated taxiways, ramps, pads, or parking areas;

b. Have an airport layout plan (ALP), obstruction chart (OC), approved survey, or approved engineering drawing to serve as a source document;

c. Have lighted taxiways that can be identified at night by approved lighted signs;

d. Have taxiways that are lettered or otherwise identified by an approved method; and

e. Have a published instrument approach procedure. Airports with an instrument approach procedure affording ILS Category II or III minimums or takeoff minimums of 700 feet or less runway visual range (RVR) shall automatically qualify for an airport diagram.

7. OTHER. If an airport does not qualify under the above criteria, the regional Airport District Office may submit a staff study to the regional Air Traffic Division showing the need for and the benefits of establishing an airport diagram at the desired location. The regional Air Traffic Division shall review the study and forward its comments and recommendations, along with the proposal and required source documents to ATA-100.

8. PROGRAM. Airport diagrams shall be developed in accordance with the following:

a. Development. As a minimum, the appropriate official/office in paragraph 4b shall submit the proposal to the regional Air Traffic Division for approval. The regional Air Traffic Division shall review the submission and, if approval is granted, forward the proposal to ATA-100. The proposal package must include:

(1) Justification. State the reasons supporting establishment of an airport diagram at the desired location.

(2) Source Data. Include a current OC, ALP, or approved engineering plans and surveys showing the following data, where available:

(a) Runways, complete with magnetic headings (including the magnetic variation and epoch year, if available) and identifiers, runway end coordinates and elevations.

(b) Taxiways, with identifiers,

(c) Parking areas, run-up mats, alert areas, landing pads, ramps and hold pads,

(d) Turnarounds,

(e) Large tanks,

(f) Control towers (including ground elevation and tower height),

(g) Airport beacons,

(h) Helicopter pads/alighting areas,

(i) Radar reflectors,

(j) Highest obstruction within diagram area.

(k) Other unique structures or features, clearly labeled,

(3) Operational Data Requirements.

(a) Runway dimensions—length and width, threshold to threshold,

(b) Runway surface composition,

(c) Weight bearing capacity,

(d) Runway end elevations,

(e) Dimensions of turnaround areas adjacent to runway thresholds where operational taxiways do not exist,

(f) Dimensions of overruns and blastpads.

(4) Identify the following:

(a) Terminal/Administration Building and Base Operations,

(b) Fire Station,

(c) Military/Government hangars (numbered); identify the branch of service or agency to which it belongs when other than airport operator. Acronyms and/or abbreviations may be used; e.g., ANG (Air National Guard), USCG (United States Coast Guard), FAA (Federal Aviation Administration), etc.,

(d) Parking areas and ramps; i.e., south, ANG, USN, etc.,

(e) Hot cargo ramps,

(f) Automated Flight Service Station (AFSS), National Weather Service (NWS),

(g) U.S. Customs,

(h) Flight Standards District Office (FSDO),

(i) ILS hold lines,

(j) Localizer/Glide Slope Critical Areas (if marked and identifiable).

b. Revision. Revision to airport diagrams must be requested by the appropriate official/office listed in paragraph 4b and submitted to the Cartographic Standards Branch, ATA-130. Revisions shall be made as soon as practicable when any item identified in paragraphs 8a(2), (3), and (4), is added, changed, or deleted.

c. Diagram Format and Symbology. The diagram format and symbology shall be in accordance with Interagency Air Cartographic Committee specifications or as established by ATA-100.

RICHARD V. POWELL
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