



U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
National Policy

ORDER
1240.17

Effective Date:
05/30/2023

SUBJ: FAA International Governance

1. **Purpose of this Order.** This order establishes the Federal Aviation Administration's (FAA) international governance structure.
2. **Audience.** All Lines of Business (LOBs) and Staff Offices (SOs) involved with the FAA's international activities.
3. **Where Can I Find This Order?** FAA employees can find this order on the MyFAA employee website at https://employees.faa.gov/tools_resources/orders_notices. This order is available to the public at http://www.faa.gov/regulations_policies/orders_notices.
4. **Background.** On December 8, 2021, the FAA Administrator and the FAA Management Board approved plans to establish a tiered international governance structure to increase visibility, data-informed decision-making, and communication on international topics by senior agency leadership. It established the International Governance Board (IGB) as the successor to the International Advisory Board (IAB). It also identified decisions that should be taken by the IGB and those that should be referred to the FAA Deputies Board and the FAA Management Board for approval. This decision also reinforced the role of data in helping to prioritize FAA international engagements while promoting cross-agency collaboration.

The IGB held its first meeting on April 12, 2022, during which it approved the IGB membership and Charter. On June 3, 2022, the Executive Director of the Office of International Affairs issued Notice N 1110.193, which temporarily established the FAA International Governance Structure. This order permanently updates and formalizes the governance structure outlined in N 1110.193.

5. **International Governance.** The FAA's international governance structure is the decision-making hierarchy for the agency's international mission.
 - a. The International Steering Committee (ISC) is a communication, information-sharing, and coordination body. The ISC is not a decision-making body and, therefore, not within the governance structure. A separate document (e.g., charter) governs the structure, composition, and functions of the committee and is maintained by the ISC Secretariat. The ISC is chaired by the Deputy Director, Office of International Affairs (API-2), and designated API personnel serve as the ISC Secretariat. Membership comprises international offices and points of contact within the LOBs and SOs.

- b. The IGB provides visibility, data-informed decision-making, and communication on international topics, policies, and decisions affecting the agency at a corporate level. The IGB is a decision-making body within the governance structure. The decision-making structure and process, frequency of meetings, and membership composition are contained in the IGB Charter and accompanying documents. The IGB is co-chaired by the Executive Director, Office of International Affairs (API-1), and one IGB executive member from an LOB on a rotating basis. Membership of the IGB is designated at the LOB/SO level for all offices involved in executing the FAA's international objectives. IGB Member Representatives are designated by FAA executives and senior leaders with authority over the international offices and points of contact within their respective LOB or SO. API serves as the IGB Secretariat with responsibilities for scheduling meetings, distributing information, and maintaining the Charter and other governance documents.
 - c. The IGB relies on groups outside the governance structure, such as the ISC or International Community of Interest, to support the data-informed development of proposals, respond to specific information requests, or for any other purpose.
 - d. The IGB refers certain decisions to senior FAA leadership committees and boards in accordance with the processes established in the IGB Charter and accompanying documents.
- 6. **Responsibilities.** The IGB will operate consistent with its Charter and accompanying documents adopted by the IGB member organizations. IGB Member Representatives must actively socialize IGB activities throughout their LOBs and SOs and seek the necessary input to ensure informed decisions. IGB Member Representatives must also actively socialize IGB decisions to promote implementation. The IGB supports this by meeting at regular intervals, where it reviews, approves, and/or escalates decisional items in keeping with the IGB Charter and accompanying documents.
- 7. **Requests to Change this Order.** To recommend a change to this order, send a copy of FAA Form 1320-19, *Directive Feedback Information*, to 9-APL-API-Resources@faa.gov (reference Order 1320.1, *FAA Directives Management*).
- 8. **Authority to Change this Order.** The Assistant Administrator for Policy, International Affairs and Environment (APL-1) is authorized to make changes to this order.

- 9. Records and Information Management Requirements.** Any record materials created, received, and/or maintained via this order (regardless of physical or electronic format) are the property of the FAA. The creators, receivers, and/or maintainers must manage and protect these record materials according to the associated National Archives and Records Administration approved retention schedule(s) and FAA Records Management Program guidance.

A handwritten signature in black ink, appearing to read "Billy Nolen", with a stylized flourish at the end.

Billy Nolen
Acting Administrator