

ORDER

**DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
GREAT LAKES REGION**

GL 6010.2A

7/14/77

**SUBJ: DECOMMISSIONING OF FACILITIES PROVIDING AIR NAVIGATION AND
AIR TRAFFIC CONTROL SERVICES**

- * 1. **PURPOSE.** This Order restates existing Airway Facilities Division responsibilities when decommissioning facilities that provide air navigation and air traffic control services.
2. **DISTRIBUTION.** This Order is distributed to the Airway Facilities, Air Traffic, Flight Standards, and Logistics Division, Branch level and above; all Flight Inspection Field Offices; and all Airway Facilities Field Offices.
3. **CANCELLATION.** Order GL 6010.2 is cancelled.
4. **ACTION.**
 - a. **The Program and Planning Branch shall:**
 - (1) Be the focal point for consolidation and dissemination of information within the Airway Facilities Division.
 - (2) Determine the correct appropriation (Operation or F&E) for costs associated with decommissioning.
 - * (3) Take actions required on any leased communications circuits/landlines involved at least four (4) weeks prior to decommissioning and advise Frequency Management accordingly.
 - * b. **The Operations Engineering Branch shall:**
 - (1) Initiate a NOTAM to provide advance publication of proposed decommissioning in the Airman's Information Manual (AIM) as required, and the actual decommissioning NOTAM.
 - (2) Provide the Program and Planning Branch and the responsible Airway Facilities Sector any unusual instructions associated with final facility shutdown.
 - * (3) Take actions required involving Frequency Management at least four (4) weeks prior to decommissioning and advise Leased Communications Section accordingly.

Distribution: RAF/RAT/RFS/RLG-3
FFS-4, FAF-O (NORMAL)

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7/14/77

* c. The Establishment Engineering Branch shall assume the responsibilities as outlined in para. 4b when the decommissioning is the result of the establishment of another facility. *

* d. The responsible Airway Facilities Sector shall:

(1) Ninety days prior to scheduled decommissioning, or as soon thereafter that date is established, all real and personal property which will become unrequired should be reported on FAA Form 4800.1 to the Logistics Division in accordance with Order 4660.1, Real Property, or Order 4800.2, Utilization and Disposal of Excess and Surplus Personal Property. *

(2) Redistribute facility maintenance/operating supplies and materials within the AFS and report residue to the FAA Depot as prescribed in Order 4800.2.

(3) Destroy all requisition cards for the facility being decommissioned.

(4) Submit DOT Form 4200.1 to the Program and Planning Branch indicating action required in connection with the facility lease and utility contracts.

(5) Advise the Program and Planning Branch of open procurement requests that should be cancelled.

(6) Initiate required facility master file corrections by submission of FAA Form 6000-1 in accordance with Order 6000.5.

(7) Coordinate with facility control point for termination of the facility service. *

(8) Continue to monitor the various Accountable Property Record listings after decommissioning to assure all transaction documents, both for Real and Personal Property, are properly processed.

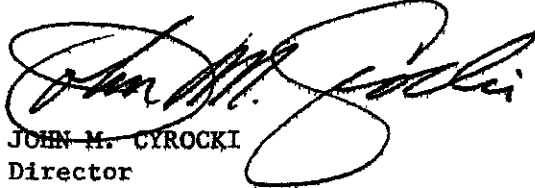
(9) After assuring all transactions have been properly processed, submit FAA Form 4640-1, Adjustment Voucher, to delete remaining "Installation Charges." *

5. RELATED DOCUMENTS. Handbook 1100.1, "FAA Organization Policies and Standards;" Order 1100.99A, "Decommissioning of Facilities and Services;" Order 1100.115, "Notification of Changes in Field Elements or Facilities;" Handbook 7400.2B, "Handbook of Procedures for Handling

7/14/77

GL 6010. 2A

Airspace Matters Matters;" Order 7900.2, "Reporting of Navigation Aids and Facilities Data to the National Flight Data Center;" Order 7930.1, "National Notice to Airmen System;" Order GL 7930.1D, "Notice to Airmen Responsibilities and Procedures;" Order 4660.1 "Real Property;" Order 4800.2, "Utilization and Disposal of Excess and Surplus Personal Property;" and Order 6000.5, "Facility Master File."



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