



**U.S. DEPARTMENT OF TRANSPORTATION**  
**FEDERAL AVIATION ADMINISTRATION**  
Air Traffic Organization Policy

**ORDER**  
**JO 1050.22**

Effective Date  
8/17/2009

**SUBJ:** Environmental Management System for the Air Traffic Organization

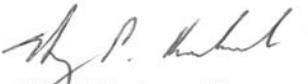
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This order establishes the roles and responsibilities and describes implementation of the Air Traffic Organization's (ATO) Environmental Management System (EMS).

An EMS is a management framework that allows an organization to address consistently the effects that its operations or processes may have on the environment and to continually improve how its business practices interact with the environment. There are numerous environmental risks associated with National Airspace System (NAS) operations and facilities. These risks must be effectively managed by ATO to maintain regulatory compliance and reduce the potential for negative impacts. The ATO EMS does not replace existing environmental risk management activities in ATO. Rather, it is intended to organize them under a common management framework to fully integrate environmental responsibilities into day-to-day operations and to meet visible ATO environmental objectives.

On January 24, 2007, Executive Order (EO) 13423, Strengthening Federal Environmental, Energy, and Transportation Management, was signed, requiring that each agency implement an EMS at all "appropriate organizational levels." The EMS must also provide the overarching framework for setting environmental objectives and documenting methods and assigning roles and responsibilities needed to monitor performance and track progress toward environmental, energy, and transportation goals specified in EO 13423.

In response to these EO requirements, and a desire to improve the environmental performance of the agency, FAA issued Order 1050.21, Environmental Management Systems. FAA Order 1050.21 designates the ATO as an appropriate organizational level requiring an EMS.

  
Hank Krakowski  
Chief Operating Officer

- 1. Purpose of This Order.** This order establishes the Air Traffic Organization (ATO) Environmental Management System (EMS) as the framework for managing environmental issues at the ATO and assigns roles and responsibilities within the ATO for implementation of the EMS. This order also introduces a policy statement regarding ATO's commitment to protecting the environment while carrying out its mission to move air traffic safely and efficiently. In addition, this order promulgates the requirements of FAA Order 1050.21, Environmental Management Systems, and DOT Order 5641.1A, DOT Internal Environmental Management Systems.
- 2. Audience.** All ATO employees and managers.
- 3. Where Can I Find This Order.** You can find an electronic copy of this order on the Directives Management Information System (DMIS) website:  
[https://employees.faa.gov/tools\\_resources/orders\\_notices/](https://employees.faa.gov/tools_resources/orders_notices/).
- 4. Policy.** The ATO is committed to strengthening its capacity to effectively manage environmental issues and their associated impacts to human health and the natural world through the implementation of an EMS. In accomplishing its mission to move air traffic safely and efficiently, ATO is committed to:

  - a.** Complying with applicable federal, state, local and agency environmental requirements.
  - b.** Considering environmental factors, including source reduction and pollution prevention, in planning, purchasing and operating decisions.
  - c.** Designing, constructing, operating, maintaining, and decommissioning ATO facilities and equipment in a manner that is resource efficient and that will protect and improve the quality of the environment.
  - d.** Considering environmental impacts of ATO activities and operations to the surrounding communities.
  - e.** Promoting continuous improvement in ATO's environmental performance through goal-setting, performance measurement, and training.
  - f.** This ATO environmental policy is consistent with FAA's EMS policy signed by the FAA Administrator on August 11, 2005.
- 5. Scope of the ATO EMS.** The ATO EMS encompasses all ATO organizational units, with the exception of those ATO operations separately designated as "appropriate facilities" under FAA Order 1050.21 (i.e., William J. Hughes Technical Center and Aviation System Standards), which have stand-alone EMS's.

## 6. ATO EMS Roles and Responsibilities.

**a. ATO Chief Operating Officer (COO)** is responsible for establishing the ATO's overarching environmental policy (consistent with FAA environmental policy), appointing an EMS Management Representative, and allocating adequate resources to develop, implement, and maintain the ATO EMS.

**b. ATO EMS Management Representative** is designated by the ATO COO and oversees the proper and effective implementation of the ATO EMS. The ATO EMS Management Representative designates the ATO EMS Coordinator, participates in annual internal audits, and conducts management reviews at planned intervals to ensure the system's continuing suitability, adequacy and effectiveness.

**c. ATO Senior Vice President for Operations** is responsible for:

(1) Reviewing and approving environmental goals for the ATO that support ATO environmental policy objectives and the ATO mission and are consistent with FAA policy and objectives.

(2) Maintaining cognizance of overall ATO environmental performance.

(3) Participating in internal audits and management reviews, as appropriate.

(4) Ensuring that service units provide adequate resources to achieve stated environmental goals.

**d. ATO Senior Vice President for Finance** is responsible for ensuring that adequate funding is requested for EMS implementation, and ensuring that the program offices consider EMS requirements for their budget submittals.

**e. ATO Service Unit Vice Presidents** are responsible for providing adequate program support and resources for the implementation of the ATO EMS and the requirements of this order at their service units. Specific responsibilities include:

(1) Appointing a service unit representative in writing to the ATO EMS Cross-Functional Team (CFT).

(2) Participating in setting service unit objectives and targets consistent with ATO and FAA objectives and targets, and documenting the means by which these objectives and targets will be achieved through environmental management plans (EMP's) (see paragraph 7c).

(3) Monitoring, measuring and reporting performance of service unit objectives and targets, as requested by ATO and FAA headquarters.

(4) Participating in internal audits and management reviews, as appropriate.

(5) Ensuring that EMS audit findings are addressed in a timely manner and receive the necessary funding through their budget processes.

**f. ATO Service Area Directors for En-Route (AJE), Terminal (AJT), System Operations (AJR) and Technical Operations (AJW).** The service area directors are responsible for providing adequate program support and resources for the implementation of the ATO EMS and the requirements of this order at their service areas. Specific responsibilities include:

(1) Appointing a representative from each service unit organization (AJE, AJT, AJR, AJW) in writing to the Service Area Environmental Committee (SAEC).

(2) Participating in the setting of service area objectives and targets consistent with higher organizational level objectives and targets, and documenting the means by which these objectives and targets will be achieved through environmental management plans (EMP's) (see paragraph 7c).

(3) Monitoring, measuring and reporting performance of these objectives and targets, as requested by ATO and FAA headquarters.

(4) Participating in internal audits and management reviews, as appropriate.

(5) Directing all managers in their service unit organizations to implement the ATO EMS at facilities, offices and jurisdictions to ensure that the requirements of this order are reflected in their operations and environmental responsibilities are integrated into day-to-day activities.

(6) Ensuring that EMS audit findings are addressed in a timely manner and receive the necessary funding through their budget processes.

**g. ATO Service Center Managers** are responsible for assisting the ATO service area directors in implementing the requirements of this order, including providing technical, planning, and requirements support.

**h. System Support Center (SSC) Managers** are responsible for working with environmental professionals to identify and understand requirements found in relevant plans, permits, and regulations and for maintaining written procedures and physical controls to manage environmental risks. SSC managers are also responsible for assigning appropriate roles and responsibilities for environmental activities and ensuring that SSC employees receive related environmental training in accordance with all applicable federal, state, local, and FAA environmental training requirements.

**i. Technical Support Center Managers** are responsible for providing the assistance of environmental professionals to the district offices and SSC's to assist in implementing the requirements of this order.

**j. ATO Technical Operations, ATC Facilities, Environmental, Occupational Safety and Health (EOSH) Services Group** is responsible for:

- (1) Serving as ATO's focal point for environmental policy issues for internal and external organizations.
- (2) Providing technical assistance as needed to all ATO headquarters, service areas, and field organizations on environmental management issues.
- (3) Developing guidance and policy, as needed, to implement and manage environmental programs at the ATO, including the requirements of this order.
- (4) Requesting, allocating, and budgeting for all prioritized requirements necessary for EMS implementation.

**k. ATO EMS Coordinator** is responsible for:

- (1) Leading the ATO EMS Cross-Functional Team (CFT).
- (2) Scheduling internal EMS audits and management reviews and ensuring that they are conducted in an appropriate and timely manner.
- (3) Reporting to the ATO Management Representative on the performance of the EMS, including recommendations for improvement.
- (4) Overseeing the execution of EMS corrective and preventive actions.
- (5) Communicating and reporting environmental factors and performance tracking between ATO and the Assistant Administrator for Aviation Policy, Planning and Environment, AEP.
- (6) Representing the ATO in the FAA EMS Steering Committee as required under FAA Order 1050.21.
- (7) Serving as point of contact for self-declaration audits as required under FAA Order 1050.21.

**l. ATO EMS Cross-Functional Team (CFT)** is comprised of ATO Service Unit representatives, Service Area Environmental Committee (SAEC) chairpersons, and field organization representatives, under the leadership of the ATO EMS Coordinator, who provide organization-wide oversight and support to EMS implementation. The CFT is responsible for:

- (1) Identifying ATO activities and their interactions with the environment (i.e., environmental aspects), and analyzing and prioritizing of the environmental impacts posed by those activities.

(2) Facilitating the development of national objectives and targets, performance measures, and reporting mechanisms to ensure ATO-wide EMS implementation and performance, and aligning these with appropriate FAA and ATO business plans.

(3) Facilitating annual ATO EMS internal audits and management reviews.

(4) Developing and maintaining ATO EMS procedures.

(5) Maintaining EMS records (i.e., records generated through the execution of EMS procedures and EMP's).

(6) Providing subject-matter expertise on issues related to the ATO EMS.

**m. Service Area Environmental Committee (SAEC)** is comprised of representatives from each service unit organization (AJE, AJT, AJR, AJW) who have environmental responsibilities as part of their functions. The SAEC is chaired by a representative from the service center. Members of the SAEC may include safety and environmental compliance managers, Engineering Services staff, and air traffic environmental specialists. The SAEC provides service area support to EMS implementation and is responsible for:

(1) Identifying environmental aspects of service area activities and prioritizing the environmental impacts posed by those activities.

(2) Facilitating the development of service area objectives and targets and performance measures to ensure EMS implementation and aligning these with relevant national objectives.

(3) Reporting to the ATO EMS Coordinator on the performance of service area EMS activities.

(4) Facilitating annual service area EMS internal audits and management reviews.

(5) Maintaining EMS records (i.e., records generated through the execution of EMS procedures and EMP's).

(6) Providing subject-matter expertise on issues related to the EMS.

**7. ATO EMS Structure.** The ATO EMS is based on the International Organization for Standardization (ISO) 14001 standard and consists of following basic system components to achieve continual improvement of environmental performance.

**a. ATO Environmental Policy.** See paragraph 4 of this order.

**b. ATO EMS Procedures.** The ATO EMS CFT will maintain EMS procedures that are conformant with ISO 14001 requirements and that specify the activities that must be followed to implement specific elements of the ATO EMS. These procedures can be downloaded from the ATO EMS website at

[https://intranet.faa.gov/faaemployees/org/linebusiness/ato/operations/technical\\_operations/eosh\\_srv/programs/ems/](https://intranet.faa.gov/faaemployees/org/linebusiness/ato/operations/technical_operations/eosh_srv/programs/ems/). The ATO EMS procedures address the following EMS requirements:

- (1) Identifying significant aspects.
- (2) Identifying legal and other requirements.
- (3) Setting objectives and targets.
- (4) Developing and maintaining operational controls.
- (5) Providing environmental awareness and competence training to employees.
- (6) Preparing for and responding to emergencies.
- (7) Communicating with internal and external parties.
- (8) Document control.
- (9) Records management.
- (10) Monitoring and measuring.
- (11) Addressing non-conformance, corrective and preventive actions.
- (12) Assessing compliance status.
- (13) Conducting EMS internal audits.
- (14) Management review.

**c. ATO EMS Environmental Management Plans (EMP's).**

(1) Objectives and targets, as well as EMP's, will be developed on at least an annual basis at two separate levels: nationally by the CFT, and at the service area level by the SAEC.

(2) The CFT will assist national program managers with environmental responsibilities with the identification of national objectives and targets. The program managers will develop national EMP for each set of objectives and targets that have been developed and approved.

(3) Service area directors, based on the input provided by the SAEC, will develop objectives and targets as necessary for relevant significant aspects in their service areas. To set objectives and targets, both national objectives and local needs will be taken into account. As requested, the service center staff will assist the service area directors to identify appropriate objectives and targets for each service area, and document these in service area EMP's.

(4) EMP's may be developed at other appropriate organizational levels, as necessary (e.g., district offices, SSC's, or facilities) to document location-specific objectives, roles and responsibilities, regulatory requirements, and operational controls.

(5) The process for developing, coordinating, and maintaining EMP's is described in the EMS procedures referenced in paragraph 7b of this order.

**d. EMS Training and Awareness.**

(1) Awareness Training. All ATO employees must receive awareness training that covers the essential elements of the ATO EMS, their need to participate in environmental programs and follow EMS procedures, and the consequences to the organization and the environment of not following the procedures.

(2) Specialized Training. ATO employees whose work may result in a significant environmental impact must receive specialized job training appropriate to the work performed and in accordance with all applicable federal, state and local environmental training requirements.

(3) Contractor Training. Contract statements of work shall require contractors to comply with all applicable federal, state and local environmental training requirements. Site-specific information and/or training must be provided to contract employees to promote consistent practices on FAA premises to promote environmental compliance and attainment of established environmental performance goals.

**8. Administrative Information.**

**a. Distribution.** This order is distributed to the ATO Chief Operating Officer, ATO service unit vice presidents, ATO service area directors, and ATO service center directors.

**b. Definitions.**

(1) **ATO EMS Cross-Functional Team (CFT).** An ATO committee of representatives from the ATO service units, service areas, the service centers, and field organizations under the leadership of the ATO EMS Coordinator. The CFT provides ATO-wide oversight and support to EMS implementation.

(2) **Environmental Aspect.** Element of an organization's activities or products or services that can interact with the environment.

(3) **Environmental Management Plans.** Written documents used by ATO to document EMS objectives and targets, the designation of responsibilities for achieving objectives and targets, and the means and timeframes by which they are to be achieved.

(4) **FAA EMS Steering Committee.** An FAA headquarters committee of environmental representatives under the leadership of the Office of Environment and Energy, AEE-1. The committee coordinates and guides the development, implementation, application, and maintenance of FAA EMS's. Its members include the EMS coordinators from the appropriate organizational levels.

(5) **Internal Audit.** Systematic, independent and documented process for obtaining evidence and evaluating it objectively to determine the extent to which the environmental management system audit criteria set by the organization are fulfilled.

(6) **Operational Controls.** Controls applied to activities, products and services to prevent the environmental aspect they exhibit from being actualized.

(7) **Service Area Environmental Committee (SAEC).** A committee of representatives from the ATO service areas who support and oversee the EMS implementation at the service area level. The SAEC is comprised of service area and service center employees and managers with environmental responsibilities and/or subject matter expertise on environmental issues.

**c. Related Publications.**

(1) Executive Order 13423, Strengthening Federal Environmental, Energy, and Transportation Management.

(2) DOT Order 5641.1A, DOT Internal EMS

(3) FAA Order 1050.21, Environmental Management Systems.

(4) International Standard ISO 14001 (second edition 2004-11-15), "Environmental Management Systems – Requirements and guidance for use."