

**CHANGE**

**U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION**

JO 7200.21  
CHG2

Effective Date:  
1/29/2016

**Air Traffic Organization Policy**

**SUBJ:** JO 7200.21, Partnership for Safety Program

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**1. Purpose.** This amends the description of the national items to be included in the monthly Safety Awareness Discussions. This also amends the last line of Appendix A.

**2. Audience.** All Air Traffic Organization (ATO) personnel and anyone using this Order.

**3. Where Can I Find This Order?** JO 7200.21 Change 2 is available on the MyFAA employee website at [https://employees.faa.gov/tools\\_resources/orders\\_notices/](https://employees.faa.gov/tools_resources/orders_notices/) and on the air traffic publications website at [http://www.faa.gov/air\\_traffic/publications/](http://www.faa.gov/air_traffic/publications/).

**4. Explanation of Policy Change.** This change removes Fatigue Awareness Bulletins and Quality Assurance Bulletins from the monthly national safety issues for Safety Awareness Discussions. Those items will be presented on an as-needed basis. This change also replaces the last line of the scoping document example, Appendix A, with: "This Agreement will remain in effect for the life of the CBA." This statement is more in line with the collaborative nature of the program.

**PAGE CHANGE CONTROL CHART**

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**6. Disposition of Transmittal Paragraph.** Retain this transmittal sheet until the directive is cancelled by a new directive.

**7. Distribution.** Change 1 is distributed to the following ATO service units: Air Traffic Services; System Operations; ATO Safety and Technical Training; Mission Support Services; the William J. Hughes Technical Center; the Mike Monroney Aeronautical Center; National Air Traffic Controllers Association (NATCA); Mission Support, Service Centers and to interested aviation public.



Terry Biggio  
Vice President for Safety and Technical Training  
Air Traffic Organization

**1. Purpose of this Order.** This Order defines the policy and procedures for the Air Traffic Organization (ATO) Partnership for Safety (PFS) Program. It identifies the responsibilities of individuals and organizations including the requirements, expectations, and policy under which the program operates.

**2. Audience.** This Order applies to all ATO personnel (except Federal Contract Towers FTCs) directly engaged in and/or supporting air traffic services.

**3. Where can I find this Order?** This order is available on the MyFAA employee Web site at [https://employees.faa.gov/tools\\_resources/orders\\_notices/](https://employees.faa.gov/tools_resources/orders_notices/) and on the public Web site at [http://www.faa.gov/air\\_traffic/publications/](http://www.faa.gov/air_traffic/publications/).

**4. Distribution.** Change 1 is distributed to the following ATO service units: Air Traffic Services; System Operations; ATO Safety and Technical Training; Mission Support Services; the William J. Hughes Technical Center; the Mike Monroney Aeronautical Center; National Air Traffic Controllers Association (NATCA); Mission Support, Service Centers and to interested aviation public.

**5. Background.** The Partnership for Safety initiative was launched on July 1, 2010 by the ATO and NATCA to address operational safety problems in the NAS. Front line personnel were tasked to identify local safety hazards. Identifying and mitigating risk is crucial to improving safety in the NAS. PFS does not replace mandatory reporting requirements or voluntary confidential safety reporting. PFS provides a framework for facilities to establish Local Safety Councils (LSC's) and encourage employees to become proactively engaged in identifying hazards and developing safety solutions locally before an incident or accident occurs.

## **6. Definitions.**

**a. ATCInfohub** – Web-based database used for the storing and sharing of safety information best practices and lessons learned. This database will be used by LSCs to retrieve and upload information about the identification of and actions taken regarding local safety problems.

**b. Local Safety Council (LSC)** – A collaborative team comprised of at least one union representative and one management representative. By mutual agreement, the Parties at the local level may designate additional representatives to participate on the LSC. After coordinating with the National Partnership for Safety Program Office, LSCs may be formed at higher levels within the FAA by mutual agreement of the Union and the Agency.

**c. PFS Safety Awareness Discussions** – A monthly, face-to-face discussion conducted by members of the LSC, or other mutually agreed upon facility personnel. It is comprised of content obtained from the National PFS office as well as augmented with local discussion items, which the LSC may want to include. Discussions should range between 15 to 30 minutes depending on the content and must be attended by all operational personnel. The discussions are intended to generate discussions and raise awareness around identified safety issues. The safety issues to be included in the discussions will be comprised of Air Traffic Safety Action Program (ATSAP) Briefing Sheets, and other nationally identified safety trends.

Utilize consensus for all decisions. Consensus does not mean that all group members believe that the best possible decision may have been reached. It does mean that all members are committed to support it.

Analyze data from the safety data portal, QC data (OSA, SSR, SYSIR etc.) and reported safety occurrence data (MOR, EOR, Replays etc.) to identify potential safety hazards.

Conduct briefings to inform the workforce of any mission critical items.

Issue briefing items through the training department if necessary

Utilize SMEs from the operation and staff offices to provide technical expertise or assist the group when needed. The use of SMEs in this regard shall be coordinated with the facility manager and Union Principal Facility Representative.

Any safety related problem or occurrence may be reported by any Bargaining Unit Employee or Management member, via the Voluntary or Mandatory reporting processes. The LSC will not supersede existing requirements and obligations of the QC Office.

The LSC may coordinate activities which include, but are not limited to: inviting Pilots, Aviation Group Representatives, Private Industry Representatives, or other FAA employees to participate in discussions or give briefings on their respective field. The workgroup may assist in the coordinating of local familiarization trips in accordance with the Collective Bargaining Agreement and any pertinent Orders or regulations.

**Outcome:** *(Recommended Outcome Options)*

*Option 1 Non-binding: The LSC Team Advocates will ensure that all recommendations are written and signed by all members of the LSC. This document will be presented to the Joint Sponsors for consideration of the issues described. The Joint Sponsors will address all LSC recommendations within (agreed to number) days of receipt to ensure a timely response to facility safety issues.*

*Option 2 Binding: The LSC will ensure that all agreements and resolutions are written and signed by all members. This document will be presented to the Joint Sponsors for implementation and resolution of the issue described.*

**Facility Commitment:** The undersigned authorize this LSC to operate within the scope as described above in seeking to resolve safety concerns, hazards and risk. This Agreement will remain in effect for the life of the CBA.

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FAA Manager

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Union Principal Facility Representative

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Date Signed