

ORDER

6030.45B

FACILITY REFERENCE DATA FILE (FRDF)



August 4, 2004

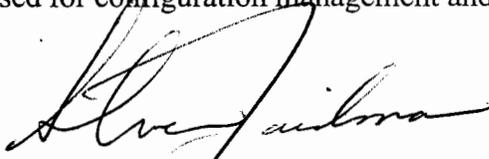
**DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

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Initiated by: Technical Operations Support

FOREWORD

This order establishes the requirements for establishing and maintaining a Facility Reference Data File (FRDF). The FRDF is a collection of technical reference documentation used for configuration management and performance recording of a facility or system.



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1. PURPOSE. This order establishes the requirements and provides guidance for:

- a. Establishing and maintaining a Facility Reference Data File (FRDF) for facilities maintained and/or owned by the Federal Aviation Administration (FAA).
- b. Collection and documentation of technical reference data for applicable facilities, systems, and equipment.

2. DISTRIBUTION.

This order is distributed in Washington headquarters to the division level in the Office of Communication, Navigation, and Surveillance Systems; Office of Air Traffic Systems Development; Air Traffic System Requirements; Airway Facilities; Air Traffic Service; and the Terminal Business Service; to the division level in the regional Airway Facilities, Air Traffic, Flight Standards, and Logistics divisions; to division level at the FAA Logistics Center and FAA Academy at the Mike Monroney Aeronautical Center; to division level in the Office of Innovations and Solutions, and the Office of Operations, Technology, and Acquisition at the William J. Hughes Technical Center; and to all Airway Facilities and Air Traffic field offices with a maximum distribution.

3. EFFECTIVE DATE. All provisions of this order are effective upon the date of signature.

4. CANCELLATION. This order cancels Order 6030.45A, Facility Reference Data File, dated December 30, 1992.

5. EXPLANATION OF CHANGES. Major changes are as follows:

- a. Joint Acceptance and Inspection (JAI) and Contractor Acceptance and Inspection (CAI) procedures, as prescribed in Order 6030.45A, are outlined in Order 6010.7, Joint Acceptance Inspection. Decommissioning and commissioning procedures have been moved to Order 6000.15, General Maintenance Handbook for Airway Facilities.
- b. Establishes specific criteria in Order 6000.15 for determining if an FRDF is required.
- c. Updates current organizations and titles.
- d. Consolidates Chapters 2 and 3 of the previous order.

6. DEFINITIONS. Refer to Appendix 1, Definitions, for selected terms contained in this order.

7. FORMS. All forms required by this order are listed in appendix 2, FAA Forms Required, and may be obtained from the FEDS website at <http://feds.faa.gov>. Hard copies can also be ordered from the FAA Depot.

8. OBJECTIVE. Order 6000.15 establishes a requirement for an FRDF. This technical reference data will serve as a historical record of facility performance from the date of establishment to the date of decommissioning. The data shall be updated as appropriate to reflect

relevant changes, corrections, or additions to the original information. The data will be used for various purposes including day-to-day, periodic, and corrective maintenance activities, technical inspections, management evaluations, and aircraft accident/incident investigations. This file of records shall be known as the FRDF.

9. ESTABLISHMENT. The requirements for establishing a FRDF are:

a. A facility/system/equipment shall require a FRDF if all the criteria outlined in FAA Order 6000.15, Chapter 2, Administrative Management, Section 2, Reporting and Record Forms, subsection, FRDF, are met.

b. An FRDF shall be established by the FAA office responsible for projects that modernize, establish, or upgrade facilities (i.e., a Project Implementer).

c. The FRDF shall be established by the System Management Office (SMO) personnel for existing facilities.

d. Facilities that have established FRDFs in accordance with previous editions of Order 6030.45 may continue to maintain these files in their existing format not to exceed the first scheduled evaluation as outlined in this order. Section name changes that are minor do not need to be changed.

e. The FRDF may be established as hard copy, electronic media, or a combination of the two. When electronic media is used, the data must be compatible with the nationally configured maintenance data terminal (MDT) software.

f. Facility reference data associated with several facilities may be consolidated into one FRDF. Candidates for consolidation are facilities that may be logically included in a larger one (multi-channel recorder in the airport traffic control tower, ATCT, etc.).

g. Multiple FRDFs may be established for the same facility. For example, center building maintenance (CTBR) FRDFs at an air route traffic control center, ARTCC, may be divided among the boiler room, chiller room, engine generator building, etc. When one facility has multiple FRDFs, the front cover of the master FRDF shall be documented with the location of all of the FRDFs for that facility.

10. RESPONSIBILITIES.

a. Technical Operations Support is responsible for providing overall management and guidance for the FRDF program.

b. Second-level engineering support organizations are responsible for:

(1) Ensuring that facility reference data parameters are clearly identified in Chapter 3, Standards and Tolerances (blue sheets) of maintenance technical handbooks.

(2) Issuing interim instructions for the collection and documentation of technical reference data for facilities, systems, and equipment for which maintenance technical handbooks have not been distributed.

c. The regional divisions are responsible for:

(1) Providing supplemental guidance, as necessary, to implement the FRDF program.

(2) Specifying any additional data pertinent to the facility to be placed in the FRDF.

d. The SMOs are responsible for:

(1) Maintaining the FRDF for all applicable facilities.

(2) Evaluating each FRDF, at a minimum, of once every three years (triennially). This evaluation shall ensure that the FRDF is in compliance with the guidance established in this order and shall be documented on an FAA Form 6030-14, FRDF Index/List Sheet, in Section 1.

e. The FAA office responsible for projects that modernize, establish, or upgrade facilities (e.g., Project Implementer) shall provide the data for initiating FRDF sections 3, 4, 6, 7, 10, and 11.

11. FILING. The filing requirements of the FRDF are:

a. The FRDF shall be located at the facility. If it is physically impractical to do so, the SMO manager (or designee) shall determine the FRDF location.

b. The contents of the FRDF, hard copy or electronic media, should be filed in three-ring showcase binders except for records or materials that are too large or voluminous as noted in paragraph 12.

c. The FRDF shall be clearly labeled and indicate the facility covered.

d. For the consolidated FRDF, designate one facility as the "Master" and identify which facilities are the subsidiary facilities. Facility identification shall be by facility location identifier and facility alpha code.

e. If electronic media is used, a backup is required. The location of the backup shall be determined by the SMO manager (or designee).

f. The requirements for retention of superseded records are specified in each section of paragraph 12. Superseded records, which must be retained, shall be clearly identified as SUPERSEDED as described in paragraph 13.

12. CONTENT OF FRDF.

a. Section 1. FRDF Index/List Sheet.

(1) FAA Form 6030-14 will be used as an index to list the applicable FRDF sections and filed in Section 1 of the FRDF. The form shall be completed upon establishment of the FRDF and updated as necessary to reflect the addition or removal of sections.

(2) If the data is not physically located in the FRDF binder, the location shall be identified in the index.

(3) FRDF data recorded on electronic media shall have its location, path, and file name identified.

(4) This section shall also contain the FAA Form 6030-14 used to document the FRDF evaluation.

(5) Superseded forms in Section 1 need not be retained.

b. Section 2. JAI Reports/CAI Cover Sheets.

(1) JAI reports and CAI cover sheets shall be filed in this section.

(2) FAA Forms 6010-6, JAI Report Cover Sheet, and 6010-2, JAI Exceptions List and Clearance Record, shall be filed in this section. Filing of FAA form 6010-1, JAI Check List, is optional.

(3) If Form 6010-6 or Form 6010-5, CAI Cover Sheet, or Form 6010-2 is not available, FAA Form 6030-14 shall be annotated with the statement that the report has not yet completed the administrative process, cannot be located, or is not applicable.

(4) For the consolidated FRDF, sub dividers may be used to separate JAI reports and CAI cover sheets for different facilities.

(5) JAI reports and CAI cover sheets shall be retained in this section as a historical record in accordance with Order 1350.15, Records Organization, Transfer and Destruction Standards.

c. Section 3. FAA Form 6030-15, Facility General Reference Data Record.

(1) FAA Form 6030-15 shall be documented with general facility reference information and filed in this section.

(2) Superseded forms in Section 3 shall be filed in section 13 and retained in accordance with FAA Order 1350.15.

d. Section 4. FAA Form 6030-17, Technical Reference Data Record.

(1) The original FRDF FAA Form 6030-17 and/or FAA Form 198 shall be filed in this section. Form 6030-17 may be hand scribed with a ballpoint pen, type written, or automated. The region may issue preprinted forms for specific facilities, systems, and equipment.

(2) FAA Form 6030-17 replaces the FAA Form 198 series in its entirety. The FAA Form 198 shall be replaced for any event that requires commissioning data collection.

(3) FAA Form 6030-17 shall be completed for each facility/system/equipment cover by an individual maintenance technical handbook. The parameters recorded on this form shall be minimally, the key performance parameters specified by chapter 3 of applicable maintenance technical handbooks. Certification parameters, as well as, pertinent data determined at the regional or local level, may also be included.

(4) For instances where maintenance handbooks are not published at the time of commissioning, the second-level engineering support organization shall prescribe the interim technical data which will be recorded until the maintenance handbooks are received.

(5) For the consolidated FRDF, sub dividers may be used to separate facility technical reference data for different facilities.

(6) Superseded FAA Forms 6030-17 and 198 shall be retained in section 4 of the FRDF as a permanent record.

e. Section 5. Technical Performance Record (TPR).

(1) Completed TPRs shall be filed in this section or at a location determined by the SMO manager or designee. For instances when completed TPRs are not filed in this section, an FAA Form 6030-14 shall be used to state the location and filed in this section.

(2) The TPR shall be documented in accordance with applicable maintenance technical handbooks and Order 6000.15. For instances where maintenance handbooks are not published at the time of commissioning, the second-level engineering support organization shall prescribe the essential operating parameters.

(3) Working copies of TPRs used to document maintenance activities should not be filed in this section.

(4) For the consolidated FRDF, sub dividers may be used to separate TPRs filed in this section for different facilities.

(5) All completed TPRs shall be transferred, destroyed, or retained as required by Order 1350.15.

f. Section 6. National Airspace System (NAS) Change Proposals (NCP) and Configuration Control Decision (CCD) Packages.

(1) A copy of the CCD packages and waiver documentation, which is applicable to the subject facility, shall be filed in this section.

(2) For the consolidated FRDF, sub dividers may be used to separate information for different facilities.

(3) Superseded records shall be filed in section 13 and retained in accordance with FAA Order 1350.15.

g. Section 7. Modification Records and/or System Support Directives (SSDs).

(1) The records shall be maintained in accordance with the current edition of Order 6032.1, National Airspace System Modification Program.

(a) For the consolidated FRDF, sub dividers may be used to separate modification records for different facilities.

(b) All forms and documentation shall be retained in accordance with Order 1350.15 or applicable national guidance.

h. Section 8. NAS Technical Evaluation Program (NASTEP) Reports.

(1) This section shall be used to file the results or issues of the last two NASTEP reports. The results or issues should be dated and initialed upon closure or completion.

(2) If the complete NASTEP reports are not filed in this section, an FAA Form 6030-14 will be annotated with the report numbers, dates, and location of the original document.

(3) For the consolidated FRDF, sub dividers may be used to separate inspection reports.

(4) Superseded reports in Section 8 need not be retained.

i. Section 9. Facility Flight Inspection Reports.

(1) The flight inspection reports in this section are:

(a) Commissioning.

(b) Imposing, or lifting a restriction.

(c) A major change in operational characteristics.

(d) Most recent flight inspection.

(2) Routine flight inspection reports are not required to be filed in the inner marker (IM), middle marker (MM), outer marker (OM); compass locator at outer marker (LOM) and lighted navigational aids FRDFs. These reports may be filed at the SMO and/or SSC office.

(3) Where multiple facilities are covered on a single report, a copy of the report shall be filed in each applicable FRDF.

(4) Routine flight inspection reports that are superseded shall be filed in section 13 in accordance with Order 1350.15 or applicable maintenance handbook.

j. Section 10. Facility Drawings.

(1) This section shall contain a list of facility and applicable standard drawings. The list shall identify the drawing location, title, number, issuance or revision date and shall be updated as required.

(2) The drawings should be readily accessible, but need not be physically placed in the FRDF.

(3) Superseded lists and obsolete drawings need not be retained.

k. Section 11. Manufacturer's Technical Documentation.

(1) This section shall be used to file manufacturer's technical documentation.

(2) FAA Form 6030-14 may be documented with a list of applicable test data, including electronic documentation, provided by equipment manufacturers and filed in this section. If used, the list shall contain complete identification of the technical documents and be updated as required.

(3) The technical documents should be readily accessible but need not be physically placed in the FRDF.

(4) For the consolidated FRDF, sub dividers may be used.

(5) Superseded FAA Form 6030-14 or manufacturer's technical documents need not be retained.

l. Section 12. Other Documentation.

(1) Other documentation as determined by the regional divisions shall be filed in this section.

(2) FAA Form 6030-14 may be documented with a list of the documentation and filed in this section.

(3) The regional divisions shall determine retention of regional documentation in this section.

m. Section 13. Superseded Records.

(1) This section shall be used to file superseded forms, reports, and documents from other sections that need to be retained.

(2) Each superseded page shall be identified as outlined in paragraph 13, Updating. Retain superseded records in accordance with FAA Order 1350.15.

13. UPDATING. The following describes FRDF updating requirements:

a. The FRDF shall be kept current by updating its contents whenever additional documents are filed and when any document filed requires revision, correction, replacement, or removal to accurately reflect changes in facility or equipment configuration and/or operational characteristics. Events that may require the updating of the FRDF include equipment installation or removal, site construction, etc.

b. FAA Form 6030-14 may be updated by handwriting or through an automated process. Deleted items, if handwritten, shall have a single line through the deleted item. Above and along the deletion line shall be an annotation stating the reason for deletion, date, and initials of the person making the deletion. Additional items shall be recorded immediately below the last item currently recorded. A new form reflecting the change(s) shall be made if the update is through an automated or typewritten process.

c. Superseded materials which must be retained:

(1) Superseded documents shall be identified by writing or stamping the word SUPERSEDED followed by the date the document was superseded in the bottom margin of the sheets.

(2) Documents that have been identified as superseded prior to the implementation of this order may be filed without additional identification.

d. Requirements. Updating of FAA Form 6030-17 is not required for handbook changes if installed equipment/system parameters remain within the specified operating tolerance/limits. FAA Form 6030-17 shall be updated to reflect:

(1) Installation, removal, or replacement of facility equipment.

(2) Equipment modifications affecting facility/system/equipment parameters.

e. Procedures. The following procedures shall be used to update FAA Form 6030-17:

(1) FAA Form 6030-17, Technical Reference Data Record.

(a) When major facility/equipment modification occurs that results in commissioning data changes, a new FAA Form 6030-17 shall be prepared to replace the old one. The replacement FAA Form 6030-17 will retain the same page number as the old FAA Form 6030-17. The old form shall be superseded and retained in section 4 of the FRDF.

(b) When additional equipment is installed, an additional FAA Form 6030-17 shall be prepared and assigned the next sequential page number. It shall be filed in section 4 of the FRDF.

14. RETENTION.

a. When the equipment is removed and is to be placed back into the NAS, a copy of the applicable portion of the FRDF shall be transferred with the facility or equipment in accordance with Order 6000.15.

b. The FRDF shall be retained when the facility is decommissioned in accordance with FAA Order 1350.15.

APPENDIX 1. DEFINITIONS.

Automation Documentation. Automation documentation as referred to in the FRDF includes test programs, exercise/checkout data, and other data used as part of system/equipment technical performance data.

Commissioning. Commissioning is the formal placement of a facility into operational use or service.

Configuration Control Decision (CCD). The NAS CCD is a record of decision on a local, national, or test NCP. If a change is approved, a CCD directs the action required to implement the change. See also, NAS Change Proposal (NCP).

Contract Acceptance Inspection (CAI). The CAI is the formal acceptance by the Project Implementer (PI) of a constructed facility from the construction contractor, or an installed system or equipment from the installation contractor.

Contracting Officer's Technical Representative (COTR)/Technical Onsite Representative (TOR). The COTR/TOR is the field representative of the FAA that has contract responsibility for a contractor's system/equipment installation task.

Drawings. The drawings consist of those associated with construction and installation of a facility, excluding those drawings contained in the manufacturer's instruction books.

Engineering Plan. Documents that include the project scope, contract documents, and written agreements that are mutually developed between the PI and SMO from the project authorization.

Exceptions. Exceptions are conditions that fail to meet FAA standards of acceptability and are not waived by an approved CCD.

Facility, Service, and Equipment Profile (FSEP). The FSEP is an automated record or listing of facilities (FAA Order 6000.5).

Facility Reference Data File (FRDF). The FRDF contains the reference data necessary for initial facility commissioning, maintenance activities, technical inspections, engineering analysis, management evaluations, and technical evaluations following aircraft accidents (FAA Order 6030.45).

Initial Operating Capability (IOC). IOC is a declaration by site personnel that the system is ready for conditional operational use in the NAS and denotes the end of Field Familiarization at that site.

Joint Acceptance Inspection (JAI). The JAI is an activity to gain consensus of all involved groups that projects for facility/system/equipment establishment, improvement, or relocation are completed in accordance with national criteria and that the facility is capable of performing its advertised functions.

NAS Change Proposal (NCP). The NCP is a proposal for a change to a baseline or a configuration management item or a request for authorization of a specific site operation that is in variance with certain national criteria.

- a. Local NCP. The local NCP is a request for authorization for a local modification or variance from national criteria.
- b. National NCP. The national NCP is a proposal that, if approved, results in the issuance of a CCD for system-wide modification and/or a handbook change.
- c. Test NCP. The test NCP is a request for authorization of nonstandard configuration procedures or for variance from criteria in order to conduct a test.

National Criteria. National criteria are standards that are intended to apply throughout the FAA. These standards are contained in documents issued by or under the authority of a Washington headquarters office or service.

Operational Readiness Demonstration (ORD). The ORD is a date that a new or improved facility or system satisfies FAA JAI construction, installation, performance, operation, and maintenance criteria and is ready to be placed into operational use.

Project Implementer (PI). The PI is the FAA entity implementing the project. In most cases this will be the NAS Implementation Program. Others that may implement projects include Product Teams, Business Services, SMOs, AXX-470s, etc.

Standards and Tolerances. Standards and tolerances are the standard values and the allowable deviations (tolerances/limits) for system/equipment technical parameters. A tabulation of standards and tolerances is contained in chapter 3 of the applicable maintenance technical handbook. When authorized, the standards and tolerances listed in manufacturer's instruction books may be used on an interim basis until the issuance of the applicable maintenance technical handbook.

Technical Performance Record (TPR). The TPR (FAA 6000 series forms) provides a record showing how a facility/system/equipment performs over a period of time. The facility/system/equipment parameters measured during periodic maintenance activities usually are included on this record.

Technical Reference Data Records (TRDR). The TRDR, FAA Form 6030-17, is a record of facility/system/equipment reference parameter data at the time of commissioning. The data is required for accomplishing maintenance or engineering analysis of facility/system/equipment performance and for conducting evaluations.

APPENDIX 2. FAA FORMS REQUIRED.

1. FORMS. The following is a summary of required FAA Forms:

a. FAA Form 6030-14, Facility Reference Data File Index/List Sheet. Instructions for the preparation of FAA Form 6030-14 are contained in Appendix 3.

b. FAA Form 6030-15, Facility General Reference Data Record. This form is a part of the FRDF and is used to document general facility commissioning, location, and other data not recorded elsewhere in the FRDF. Instructions for the preparation of the FAA Form 6030-15 are contained in Appendix 4.

c. FAA Form 6030-17, Technical Reference Data Record. This form is used to document the initial performance of all applicable FAA facilities, systems and equipment. Instructions for the preparation of FAA Form 6030-17 are contained in Appendix 5.

2. SUMMARY OF NATIONAL STOCK NUMBERS. Table 1 is a summary of national stock numbers for binders and forms introduced by this order. These binders and forms may be ordered through the FAA Logistics Center. These forms may also be downloaded from the FEDS website, <http://feds.faa.gov>.

TABLE 1. SUMMARY OF ORDERING INFORMATION

BINDER/FORM NO.	TITLE	NSN	UNIT OF ISSUE
1-inch	Showcase Binder	7510-01-203-4708	Each
1-inch	Showcase Binder	7510-01-203-8814	Each
FAA Form 6030-14	FRDF Index/List Sheet	0052-00-895-1000	Sheet
FAA Form 6030-15	Facility General Reference Data	0052-00-895-2000	Sheet
FAA Form 6030-17	Technical Reference Data Record (TRDR)	0052-00-895-4000	Sheet

APPENDIX 3. FAA FORM 6030-14, FACILITY REFERENCE DATA FILE INDEX/LIST.

1. **GENERAL.** FAA Form 6030-14 is a general purpose form used to create tables of content and name sections. FAA Form 6030-14 serves both as a form for the FRDF index and for listing the contents of specified sections of the FRDF. Refer to Appendix 2, Table 1, for ordering information.

2. **FAA FORM 6030-14, FACILITY REFERENCE DATA FILE INDEX/LIST SHEET.** Paragraph 12 provides the requirements for the use of this form in certain sections of the FRDF. Instructions for completing the form (Figure 1) are as follows:

- a. Page No. The sequential page number within the section.
- b. Cost Center Code. The four-digit numeric/alpha identification of the SSC responsible for facility maintenance.
- c. Location Identification. The facility identifier as listed in the FSEP.
- d. Facility Alpha Code. The facility alpha code (facility contraction) as listed in the FSEP.
- e. Location (City/State). The location of the facility as listed in the FSEP.
- f. Section No. Enter the section number.
- g. Name of Section. Enter INDEX for the index. For the section, enter the name of the section as specified by paragraph 12.
- h. Reference Number. For the index sheet, the section numbers applicable to the FRDF. For list sheet of the various sections of the FRDF, the numbers assigned to each separate record, drawing, instruction book, maintenance technical handbook, etc. included in the individual FRDF sections.
- i. Description of Contents. For the index sheet, the titles of the applicable sections as listed in paragraph 12. For the listing sheet of the FRDF sections, a description of the separate records, drawings, instruction books, etc., is included in the individual sections.

APPENDIX 4. FAA FORM 6030-15, FACILITY GENERAL REFERENCE DATA RECORD.

1. **GENERAL.** FAA Form 6030-15, Facility General Reference Data Record, shall be used to document general facility commissioning, location, and other data not recorded elsewhere in the FRDF. Ordering information is detailed in Appendix 2, Table 1.

2. **FAA FORM 6030-15, FACILITY GENERAL REFERENCE DATA RECORD.** Refer to Figure 1 of this appendix. Instructions for completing the form are as follows:

- a. Location. (City and State). The location of the facility as listed in the FSEP.
- b. Optional Use. Use as needed.
- c. Cost Center Code. The numeric/alpha identification of the SSC responsible for facility maintenance.
- d. Location Ident. The facility identifier as listed in the FSEP.
- e. Facility Alpha Code. The facility alpha code as listed in the FSEP.
- f. Facility Identification Code. The five-digit numeric/alpha facility identification code specified in the FSEP Desk Guide.
- g. Date of Final JAI. The completion date of the final joint acceptance inspection accomplished prior to facility commissioning.
- h. Date of Commissioning Flight Inspection. The date recorded in the commissioning flight inspection report.
- i. Date Commissioned. The date the facility was placed into NAS operations.
- j. Latitude. Exact latitude of the facility in degrees, minutes, and seconds.
- k. Longitude. Exact longitude of the facility in degrees, minutes, and seconds.
- l. MSL. The survey ground elevation of the facility above MSL.
- m. Facility Location. Geographical location of the facility: city and state.
- n. Control Facility Location. Location of the Air Traffic facility or other organization (sponsor, airline, fire department, etc.) utilizing, controlling, or monitoring the facility.
- o. Additional Reference Data. Additional facility data that may be prescribed by national or regional directives.
- p. Date, Signature, Title. Date, signature and title of person completing the record.

Figure 1. FAA Form 6030-15, Facility General Reference Data Record.

FACILITY GENERAL REFERENCE DATA RECORD				Location (City/State)		(Optional Use)				
				a		b				
Cost Center Code	Location Identification	Facility Alpha Code	Facility Ident Code			S	C	F	T	M
c	d	e				f	f	f	f	f
Date of Final JAI		Date of Commissioning Flight Inspection			Date Commissioned					
g		h			i					
Latitude		Longitude			MSL					
j		k			l					
Facility Location				Control Facility Location						
m				n						
Additional Reference Data:										
o										
Date		Signature					Title			
p		p					p			

FAA Form 6030-15, (10/86)

APPENDIX 5. FAA FORM 6030-17, TECHNICAL REFERENCE DATA RECORD (TRDR).

1. GENERAL. FAA Form 6030-17 shall be the standard form for collecting and recording TRD for all applicable facilities, systems, and equipment. The pertinent performance parameters specified in Chapter 3 of applicable maintenance technical handbooks shall be recorded on these forms to verify that performance meets established standards and tolerances. The forms shall be completed by the establishing organization prior to the commissioning of a facility/system/equipment for use in the NAS. This form is available through normal distribution channels and stocked at the FAA Logistics Center. Refer to Appendix 2, Table 1, for ordering information.

2. FAA FORM 6030-17, TECHNICAL REFERENCE DATA RECORD. FAA Form 6030-17 is used to record the standards and tolerances and measured values of parameters listed in Chapter 3 (blue sheets) of the applicable facility/system/equipment maintenance technical handbooks. The second-level engineering support organization will specify the interim TRD, which will be documented on the TRDR when facilities/system/equipment are commissioned prior to the issuance of maintenance technical handbooks. A TRDR sheet (and additional sheets as required by the number of parameters) shall be prepared for each facility, system, and item of equipment that is covered by an applicable maintenance technical handbook. Instructions for completing the form (Figure 1) are as follows:

- a. Location (City and State). The location of the facility as listed in the FSEP.
- b. Date Prepared. The date the TRDR cover/transmittal sheet was originally completed.
- c. Page No. The sequential number pages on the technical reference data records cover/transmittal sheet.
- d. Cost Center Code. The numeric/alpha identification of the SMO or SSC responsible for facility maintenance.
- e. Location Ident. The facility identifier as listed in the FSEP.
- f. Facility Alpha Code. The facility alpha code (facility contraction) as listed in the FSEP.
- g. Facility Identification Code. The five-digit numeric/alpha facility identification code specified in the FSEP Desk Guide.
- h. Equipment/System Type. The individual type of equipment or system as appropriate; i.e., GRN-27 Localizer, ASR-8/channel 1, GRR-21 Transmitter, FAA-9425 MALSR, etc.
- i. Serial No. The system or equipment serial number
- j. Frequency. The assigned operating frequency.
- k. Optional Use. Use as needed.
- l. Reference Handbook/Directive. The number and title/subject of the applicable handbook or directive.
- m. References Par/Doc Number. Not used.

n. Parameters. Enter all applicable parameters listed in chapter 3 (blue sheets) of the applicable maintenance technical handbook or as otherwise specified by the national or regional directives.

o. STD Values. Enter the standard value of the parameter as listed in chapter 3 (blue sheets) of the applicable maintenance technical handbook or as otherwise specified by other national or regional directive.

p. Initial/Auth Tolerances. (Lower limits and upper limits.) Insert the upper and lower INITIAL/authorized tolerance limits listed in chapter 3 (blue sheets) of the applicable maintenance technical handbook or as otherwise specified by other national or regional directive.

q. Measured Values. Record the measured values of the parameters. If the measured values fall outside the initial/authorized tolerance limits, refer to FAA Order 6000.15.

r. Revisions to Manual Forms.

(1) Type. Not used.

(2) Date. Not used.

(3) Initials. Not used.

s. Other Data Specified by the Washington or Regional Offices. Enter any additional data required by national or regional directives.

