



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

Air Traffic Organization Policy

**ORDER
JO 7210.55D**

Effective Date:
October 22, 2007

SUBJ: Operational Data Reporting Requirements

1. Purpose of This Order. This order establishes reporting requirements and procedures and defines responsibilities for collecting air traffic activity counts and delay data through the Air Traffic Operations Network (OPSNET).

2. Audience. This notice applies to the following Air Traffic Organization (ATO) service units: En Route and Oceanic, Terminal, and System Operations Services; service center offices; and all air traffic control (ATC) field facilities, excluding flight service stations (FSS).

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/.

4. Cancellation. This order cancels Federal Aviation Administration Order (FAAO) 7210.55C, Operational Data Reporting Requirements; dated October 1, 2004.

5. General.

a. OPSNET includes daily delay reporting, as well as airport traffic counts, instrument operations, and monthly instrument approaches.

b. Facilities must submit daily OPSNET reports for a 24-hour period or the operational period if less than 24 hours. Facilities must transmit daily OPSNET reports by 0200 local of the following reporting day. Each OPSNET report must cover the preceding 24 hours or operational period. The standard 24-hour time period is from 0000 (midnight) local to 2359 local; however, ATO service centers may approve a different standard start and stop time to facilitate local staffing. In such cases, this time may be no earlier than 2200 local and no later than 0000 local for facilities open 24 hours, or no earlier than 30 minutes before closure for facilities that operate less than 24 hours.

c. All delay times are recorded in OPSNET as coordinated universal time (UTC).

6. System Description. There are four types of OPSNET activities:

a. Data entry. ATC facilities, except FSSs, record OPSNET data and transmit the data to the ATO System Operations, Quality Assurance (QA) office at the David J. Hurley Air Traffic Control System Command Center (ATCSCC) daily.

b. Data processing and storing. The ATCSCC QA personnel process the data from facilities and store them in the OPSNET database.

c. Report preparation and distribution. The ATCSCC QA personnel produce reports on National Airspace System (NAS) performance. These reports are distributed electronically to managers at headquarters and are available for facilities to retrieve electronically from the ATCSCC QA office.

d. Data use. Personnel of headquarters offices, ATO service center offices, ATC facilities, and the ATCSCC QA office analyze the OPSNET data to determine ways to improve NAS performance.

7. Responsibilities.

a. ATCSCC QA. The ATCSCC QA personnel are responsible for:

- (1) Implementing and operating OPSNET.
- (2) Coordinating procedures with the ATO service centers for OPSNET implementation.
- (3) Providing support which will enable facilities to meet the OPSNET reporting requirements.
- (4) Establishing and amending, as necessary, OPSNET submission and transmission times.
- (5) Maintaining an OPSNET hotline designed to provide OPSNET support and instruction to facilities by telephone.
- (6) Providing quality assurance by contacting facilities when no data have been received or contacting ATO service centers to clarify or amend data.
- (7) Maintaining the official OPSNET database.
- (8) Analyzing OPSNET data for trends in system performance.
- (9) Responding to congressionally-mandated reporting requirements.
- (10) Producing and distributing daily and monthly reports, as well as producing ad hoc reports, as appropriate.
- (11) Making OPSNET data available electronically to other FAA programs, as appropriate.

b. ATO service centers are responsible for:

- (1) Providing quality assurance by ensuring that facilities meet OPSNET reporting responsibilities, report data accurately, and amend reports as necessary.
- (2) Providing facilities with guidance and assistance in meeting reporting requirements.
- (3) Designating one person and an alternate at each OPSNET reporting facility as having the overall responsibility for meeting OPSNET requirements.
- (4) Ensuring the ATCSCC QA office has a current list of names and telephone numbers of facility personnel responsible for OPSNET reporting.

(5) Using OPSNET data to produce and distribute reports internally that analyze the performance of the ATO service center's ATC facilities.

(6) Submitting recommended changes to the ATCSCC QA personnel for evaluation.

(7) Providing an explanation to the ATCSCC QA personnel, by electronic mail, for all nonreporting facilities by close of business the next administrative day.

c. ATC reporting facilities are responsible for:

(1) Recording and reporting the facility's daily data in the OPSNET system.

(2) Providing a copy of the OPSNET data to the ATCSCC QA contact by facsimile or telephone if an automated connection cannot be completed.

(3) Providing an explanation to the OPSNET ATO service center contact by close of business the next administrative day for the inability to report by the designated time.

(4) Submitting recommended changes to OPSNET through their ATO service center for submission to the ATCSCC QA office.

(5) Editing and amending, as necessary, previously submitted reports.

8. Procedures.

a. Reporting traffic/operations counts.

(1) OPSNET is the official data reporting system for the FAA. Therefore, all air traffic facilities, except FSSs, must report daily and monthly traffic information through OPSNET in accordance with FAAO 7210.3.

(2) OPSNET software contains the appropriate user entry screens for the different kinds of reporting facilities. Facilities unable to comply with the requirement to provide traffic information must relay just cause through the ATO service center contact. This information will be forwarded by the ATO service center contact to the Manager, Traffic Management Quality Assurance, by electronic mail.

b. Submitting delay reports. All air traffic facilities, except FSSs, must submit OPSNET delay reports daily. In the event of a computer or OPSNET telecommunications failure, OPSNET data must be sent by telephone or facsimile. Once the computer or telecommunications problem has been rectified, the facility must resubmit the data using the OPSNET system.

(1) **Reportable delays.** Delays to instrument flight rules (IFR) traffic of 15 minutes or more, which result from the ATC system detaining an aircraft at the gate, short of the runway, on the runway, on a taxiway, or in a holding configuration anywhere en route, must be reported. Facilities should make a cumulative delay calculation when an aircraft is held at more than one fix within a facility. The IFR controlling facility must ensure delay reports are received and entered into OPSNET.

(2) Nonreportable delays. These are delays which are incurred by IFR traffic, but which should not be reported into OPSNET. Nonreportable delays are as follows:

(a) Linear holds (i.e., speed reductions/pilot initiated deviations around weather).

(b) Delays that are because of mechanical or other aircraft operator/company problems.

(c) Other delays that are initiated by the aircraft operator/company. These delays include, but are not limited to, the following: pilot refusal to depart when weather conditions are below category (CAT) III minima; crew or aircraft are unable to execute an approach because weather is below CAT III minima, pilot requests for a nonstandard arrival/departure operation, and pilot refusal to accept an available route.

NOTE-

When the airport arrival rate is reduced because of meteorological conditions and demand exceeds capacity resulting in airborne holding/departure delays for aircraft that can accept an available approach/departure, then the delay becomes reportable into OPSNET, i.e., CAT III minimums exist and CAT III-qualified aircraft are holding. The delay is also reportable when there is no available approach/departure procedure, i.e., weather below all minimums, no departure route available, or airport closed because of snow removal.

(d) Taxi time spent under the control of non-FAA entities (i.e., company/airport ramp towers)..

(e) Delays attributed to special traffic management programs..

(f) Delays incurred because of initiatives imposed by non-FAA facilities. Beginning October 22, 2007, delays resulting from initiatives imposed by non-FAA facilities will no longer be reported in OPSNET. OPSNET is intended to capture delays that are imposed by FAA facilities. "International/Canadian Restrictions" will be removed from the causal factor pulldown menu in the OPSNET Web-based application.

NOTE-

All estimated departure clearance time (EDCT) and ground stop (GS) delays incurred for non-FAA facilities will be retained in the flight schedule analyzer database and available for analysis. Future enhancements to automated OPSNET will allow for retention of additional traffic management initiatives (TMI), and en route and arrival delays for non-FAA facilities to be used for analysis purposes only.

(3) Examples. Examples of how to record delay entries follow:

(a) Delay start time. The reportable delay starts when an aircraft is delayed 15 minutes or more. For example, an aircraft is at the runway ready to depart at 1500 UTC and is delayed. Fifteen minutes later, that aircraft has reached the reportable delay threshold (1515 UTC); 1500 UTC is entered into OPSNET as the delay start time.

NOTE-

In situations where a departing aircraft is delayed before taxiing, facilities should subtract the average taxi time for their airport from the delay start time.

(b) Delay end time. The delay ends when an aircraft with a reportable delay departs the airport or exits airborne holding. If a delay occurs and the delay has extended beyond midnight local,

continue the delay until it terminates. If the report must be completed because of the OPSNET reporting deadline, a corrected report must be submitted the following day.

(c) Aircraft category. The aircraft category - air carrier, air taxi, general aviation, or military - must be designated when entering delay data.

(d) Impacting condition. The impacting condition is the circumstance that causes a reduction in capacity or otherwise restricts the flow of traffic. Such conditions are temporary in nature and do not include permanent restrictions to capacity such as ATC separation standards.

(e) TMI. The delay must be identified as a TMI if it is a result of national or local traffic management imposed restrictions. Such initiatives include airborne holding, departure spacing (DSP), en route spacing (ESP), arrival spacing (ASP), miles-in-trail (MIT), minutes-in-trail (MINIT), and SWAP.

NOTE-

GS delays and EDCT delays for GDP and AFP will be reported by automation on October 22, 2007.

(f) Individual/group delays.

(i) Individual delays. Delays may be entered individually by aircraft identification. When delays are entered individually, the software will automatically calculate the delay time. This method is preferred in that it gives more detailed data for later analysis.

(ii) Group delays. Delays may be entered and grouped by either destination or departure airport. Groups must be consistent by aircraft category and impacting condition. If delays are entered as groups, the delay time must be manually calculated and entered. After 15 minutes without delays attributed to the group, the group must be concluded.

(g) Charge to. Delays must be charged to the facility that bears the originating cause of the delay. The facility may be either an airport, TRACON, or en route center, and is identified by the facility's official three-character identifier. For example, if a departure delay is incurred because of an MIT restriction due to sector volume within Kansas City Air Route Traffic Control Center (ARTCC) [ZKC], then ZKC is to be entered into the "Charge to" field. A facility must enter its own identifier if the delay is resultant of local conditions.

(h) Aircraft delay type. Delays must be categorized by the aircraft status.

(i) Departure. Departure delays occur when an aircraft is delayed at the origination airport - before departure - regardless of where the impacting condition originates.

(ii) Arrival. Arrival delays occur when an aircraft is delayed in the adjacent TRACON or ARTCC's airspace because of a condition impacting the flow to the destination airport.

(iii) En route. En route delays occur when an aircraft is delayed while airborne, anywhere along the route of flight, as a result of an initiative imposed by a facility to manage the traffic flow. This may be for various reasons, such as a radar or frequency outage, or to regulate volume through a sector because of weather along the flightpath.

NOTE-

These delays exclude any delays that could otherwise be categorized as either departure or arrival delays.

(i) Remarks. The remarks field should be used when additional comments would be helpful to explain the conditions or causes associated with the delay. The remarks field becomes mandatory when "other" is selected as an impacting condition.

c. Amended delay reports. When necessary, submit an amended delay report. A team of the ATCSCC QA analysts review OPSNET data daily. Facilities may be contacted, by their ATO service center contact for discrepancies or for verification purposes. When corrections are believed necessary, they must be entered in the OPSNET system by the 15th day of the following reporting month. For detailed instructions, refer to the OPSNET User's Guide or contact the OPSNET Hotline for assistance.

d. How to determine a reportable delay.

(1) Departure aircraft. These delays occur before an aircraft departing the airport and may be attributed to any of the impacting conditions. To determine the reportable delay time:

(a) Aircraft not included in a ground delay program (GDP), airspace flow program (AFP), or GS. Start the clock when the aircraft enters FAA jurisdiction (calls ready); stop the clock on takeoff. Subtract normal taxi time for the runway configuration in use. If the result is 15 minutes or more, a reportable delay has occurred. The number of minutes an aircraft is held by ATC (i.e., gate hold, interim taxi hold, departure sequencing, etc.) is factored into the delay calculation. Each facility must determine how to calculate accurate ATC hold times based on procedures used at that facility. The calculated time is the number of minutes between when the aircraft enters FAA jurisdiction and the actual departure time.

EXAMPLE-

<i>Aircraft calls ready, but is held at the gate because of DSP</i>	<i>2000 UTC</i>
<i>Aircraft began taxiing</i>	<i>2020 UTC</i>
<i>Takeoff time</i>	<i>2030 UTC</i>
<i>Normal taxi time</i>	<i>5 minutes (example)</i>
<i>Minutes of delay</i>	<i>25 minutes</i>

NOTE-

Facilities may determine normal ramp times for aircraft that push back on non-FAA controlled ramps. The ramp time should not be calculated as part of an ATC imposed delay.

(b) Aircraft included in a GDP, AFP, or GS. The ATCSCC will be the reporting facility for aircraft delayed in a GDP, AFP, or GS. These delays will be reported and entered into OPSNET through automation.

(2) En route/arrival aircraft. For en route or arrival aircraft which have incurred a reportable delay because of airborne holding, start the clock when the aircraft enters holding; stop the clock when the aircraft exits holding.

EXAMPLE-

<i>Holding start time</i>	<i>2030 UTC</i>
<i>Holding stop time</i>	<i>2045 UTC</i>
<i>Minutes of delay</i>	<i>15 minutes</i>

e. Determining the impacting condition. Whenever there is a constraint to the flow of traffic, whether at an airport or within an en route facility, the cause of the constraint is referred to as an impacting condition. An impacting condition must be identified for each delay reported through the OPSNET system. The OPSNET software has been developed to automatically route each impacting condition to one of five output categories: weather, equipment, runway/taxiway, volume, or other. These five categories are for end use only, and are not part of the delay reporting or input process.

It is the responsibility of the facility experiencing an adverse condition or imposing a restriction that impedes the flow of traffic to notify the ATCSCC and adjacent facilities of the cause.

Below is a list of impacting conditions available when entering delays into OPSNET. For information purposes, the list is grouped by the output categories, although in OPSNET it appears in alphabetical order.

- (1) Weather. The presence of adverse weather such as:
 - (a) Fog.
 - (b) Lightning strike.
 - (c) Low ceilings. Cloud conditions - at or below takeoff, landing, or visual flight rules (VFR) requirements - which adversely affect operations.
 - (d) Low visibility. Reduced visibility - at or below takeoff, landing, or VFR requirements - which adversely affect operations.
 - (e) Poor or nil braking action.
 - (f) Rain. The presence of rain affecting the operating condition of the runways/taxiways.
 - (g) Runway treatment. Snow/ice removal operations or treatment to the runways/taxiways to prevent snow and ice buildup.
 - (h) Snow/ice. The presence of snow or ice affecting the operating condition of the runways/taxiways, or otherwise impacting operations at the airport or en route.
 - (i) Thunderstorms. The presence or direct consequence of a thunderstorm.
 - (j) Tornado/hurricane. The presence or direct consequence of a tornado or hurricane.
 - (k) Wind. Wind that causes less than an optimum runway configuration, wind shear, or other adverse condition.

(2) Equipment.

(a) Equipment/FAA. An equipment failure or outage, which causes a reduced capacity at the facility, whether at an airport or en route. This refers to FAA-owned and maintained NAS equipment only. When there is an outage, rather than a failure, use the remarks section to identify whether the outage was scheduled or unscheduled.

(b) Equipment/non-FAA. A failure or outage related to equipment owned by entities other than the FAA. This would include foreign, state, municipal, or military-owned and maintained equipment.

NOTE-

If the equipment failure or outage is the result of a weather event, such as a lightning strike, the impacting condition should be identified as the weather event (i.e., lightning strike).

(3) Runway/taxiway. A reduction in facility capacity because of runway/taxiway limits.

(a) Multitaxi. Congestion caused by many aircraft trying to taxi at once.

(b) Noise abatement. Reduced capacity because of procedures restricting use of certain runways/routes during specified hours in an attempt to reduce noise in communities near airports.

(c) Runway change - operational advantage. In a multiple airport terminal area, less than optimum capacity caused by a runway configuration change that will allow for increased airport capacity at secondary airports.

(d) Runway change - operational necessity. A condition whereby less than an optimum runway configuration is required for overall traffic flow benefits to neighboring facilities.

(e) Runway construction.

(f) Runway maintenance.

(g) Runway obstruction.

(h) Disabled aircraft. Disabled aircraft impeding the optimal use of runways/taxiways.

NOTE-

When runway changes are a result of weather conditions or equipment failures/outages, the associated impacting condition should be identified as the weather condition or equipment failure/outage, rather than runway change.

(4) Volume. Delays must only be reported as volume when the airport is in its optimum configuration and no impacting conditions have been reported when the delays were incurred.

(a) Compacted demand.

(b) Volume.

(5) Other. Includes all impacting conditions that are not otherwise attributed to weather, equipment, runway/taxiway, or volume.

- (a) Airshow.
- (b) Aircraft emergency.
- (c) Aircraft radio.
- (d) Aircraft stuck mic.
- (e) Bird strike.
- (f) Bomb threat.
- (g) External radio frequency interference.
- (h) Fire.
- (i) Flight check.
- (j) Military operations.
- (k) Nonradar procedures.
- (l) Precision runway monitor (PRM) nonequipage. Facilities which use PRM procedures may incur airborne arrival delays for aircraft that are not suitably equipped to accept PRM services.
- (m) Aircraft/pilot unable to perform land and hold short operations (LAHSO).

NOTE-

When the airport cannot support LAHSO because of any weather condition, the associated impacting condition should be identified as the weather condition.

- (n) Security. This would include delays attributed to preserving safe air travel.
- (o) Very important person movement.
- (p) Taxi into position and hold.

(q) Other. This is a "catch all" heading and must be used only when the impacting condition does not fall into any of the other categories. When this is selected, an explanatory comment must be entered in the remarks section.

(6) Multiple impacting conditions. There are times when a delay can be associated with more than one impacting condition. At such times, the original cause of the delay should initially be selected as the impacting condition. The remarks section should be used to further define the multiple causes.

(a) As an example, assume the instrument landing system at an airport is out of service and local weather is IFR. Each situation, independent of the other, would cause a reduction in capacity, but neither, on its own, would create a need for initiatives or cause delays. However, the two events together result in reportable delays. In this case, either equipment or weather should be identified as the impacting condition, the remarks section should be used to identify the secondary condition.

(b) When an aircraft was delayed because of a GDP and the program was canceled; yet the aircraft was additionally delayed because of initiatives to manage the backlog created by the GDP, the delay is not reportable by field facilities. The delay will be reported by the ATCSCC through automated OPSNET with a impacting condition of TMI/EDCT. The same would apply in an AFP/GS situation.

f. Identifying TMI delays. Once the impacting condition has been identified, it must be determined if the delay was a result of a TMI. When so determined, the type of TMI must be identified. TMI delays must be charged to the airport or facility where the restriction to the traffic flow originates. The following is a list of TMI options available in OPSNET. The specifics of the data entries are contained in the OPSNET User's Guide and program.

- (1) Airborne holding.
- (2) DSP.
- (3) ESP.
- (4) ASP.
- (5) Metering.
- (6) MIT.
- (7) MINIT.
- (8) Severe Weather Avoidance Plan (SWAP).

g. Examples. Several examples of possible delay scenarios have been set forth in appendix A.

9. Distribution. This order is distributed to the following ATO service units: En Route and Oceanic, Terminal, Safety, and System Operations Services, excluding FSSs; the Air Traffic Safety Oversight Service; the William J. Hughes Technical Center; and the Mike Monroney Aeronautical Center.

10. Background. In 1988, OPSNET was created to replace the portion of the National Airspace Performance Reporting System responsible for the collection of delay and traffic count data. In 1999, the OPSNET software was redesigned to provide additional capabilities for entering data and to expand the data-reporting program to additional facilities. In October 2004, both the format and method for entering OPSNET data were updated by implementing an Internet application, OPSNET Web. In February 2006, System Operations began a four-phased approach to automate OPSNET reporting. The first phase of this approach, effective October 22, 2007, automates the data entry for EDCT delays for GDP, AFP and GS.

11. Related Publications.

a. FAAO 7210.3, Facility Operation and Administration. FAAO 7210.3 provides direction and guidance for the day-to-day operation of facilities, including maintaining statistical data and reports.

b. The Air Traffic OPSNET Data Reporting System User Manual. This user manual, also referred to as the OPSNET User's Guide, provides procedures for entering operational data into the OPSNET database using the Internet.



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10-3-07

Date Signed

APPENDIX A

EXAMPLES OF POSSIBLE DELAY SCENARIOS

1. **SCENARIO:** It is a visual flight rules day at Hartsfield-Jackson Atlanta International Airport (ATL) and the airport is operating at "optimums" (runway configuration and arrival rate). No adverse conditions or restrictions have been reported by either the Atlanta Air Route Traffic Control Center (ARTCC) [ZTL] or ATL. It is a peak arrival period for ATL, and ZTL manages arrival demand with airborne holding. An aircraft, destined for ATL, entered holding at 1220 UTC, and exited holding at 1242 UTC. For the Air Traffic Operations Network (OPSNET) reporting purposes, the delay start time is 1220 UTC; the delay end time is 1242 UTC, for a total delay of 22 minutes. The delay type is arrival; the impacting condition is volume; the delay is further identified as a traffic management initiative (TMI)/airborne holding, with ATL reported in the "charge to" field.
2. **SCENARIO:** The City of Colorado Springs Municipal Airport (COS) lost runway lights on runway 35L. As a result, Denver ARTCC (ZDV) needed to initiate airborne holding for arrivals destined for COS. For OPSNET reporting purposes, the delay start and end times are equal to the times that holding began and ended. The impacting condition is equipment – non-FAA, but this is not a TMI delay. The delay type is arrival; the "charge to" field is COS.
3. **SCENARIO:** There has been a radar failure in Albuquerque ARTCC (ZAB) impacting the flow of traffic through ZAB23. As a result, ZAB and the David J Hurley Air Traffic Control System Command Center implemented a miles-in-trail (MIT) restriction for Fort Worth ARTCC (ZFW) traffic entering ZAB23. To meet the MIT requirements, ZFW initiates en route spacing (ESP) for its internal departures. An aircraft at Abilene Regional Airport (ABI) has a P-time of 1815 UTC, but is affected by the ESP. As a result, the aircraft is assigned a departure time of 1830 UTC and gets airborne at 1835 UTC. For OPSNET reporting purposes, this would be a departure delay; the impacting condition would be equipment-FAA; the delay would further be categorized as a TMI/ESP and charged to ZAB.
4. **SCENARIO:** Fog conditions at Lambert-St. Louis International Airport (STL) prevented approaches to the airport. An aircraft held in Kansas City ARTCC (ZKC) airspace until Federal Aviation Regulations compliance required diversion to its alternate destination. If the aircraft held 15 minutes or more, this would be a reportable delay for OPSNET purposes. This would be an arrival delay, charged to STL, with an impacting condition of fog. This would not be considered a TMI delay. A comment in the remarks section on the diversion would be optional, but would be helpful for the analysts the following day.
5. **SCENARIO:** An aircraft at Phoenix Sky Harbor International Airport (PHX) has a P-time of 2115 UTC. The aircraft has a maintenance problem and is delayed until the problem can be fixed. The aircraft departs PHX at 2205 UTC. This is not considered a reportable delay as it is not attributable to air traffic control.
6. **SCENARIO:** There are thunderstorms throughout the Southwest United States impacting flights filed along J29/J101. A departure at George Bush Intercontinental/Houston Airport, originally filed along this route, is being delayed as a result. A reroute is offered to the aircraft, which, if accepted, will let the aircraft get airborne at its original P-time. The aircraft operator declines the reroute, opting instead to take the delay. This is not considered a reportable delay for OPSNET purposes.
7. **SCENARIO:** There are thunderstorms throughout Washington ARTCC (ZDC) airspace and various initiatives are in place to manage the flow of traffic through the area. An airborne aircraft destined to Ronald

Reagan Washington National Airport is held for 20 minutes by Boston ARTCC. For OPSNET reporting purposes, this is an en route delay with an impacting condition of thunderstorms. The delay is further categorized as a TMI/airborne holding and is charged to ZDC.

8. SCENARIO: Fog conditions at Washington Dulles International Airport are below category (CAT) I/II minimums and the airport arrival rate has been reduced to 30. CAT III minimums exist for runway 1R with CAT III-qualified aircraft executing the approach. Several aircraft are in holding. For CAT I/II aircraft in holding, the delays are not reportable in OPSNET. CAT III-qualified aircraft whose airborne hold reaches 15 minutes or more are considered reportable delays.