

Southern Region

9/29/97

SUBJ : DELEGATION OF SIGNATURE AUTHORITY

1. PURPOSE. The purpose of this order is to establish the delegation of authority of the Air Traffic Division to certain employees who are authorized to sign for the Air Traffic Division Manager.
2. DISTRIBUTION. This order is distributed to branch level in the Air Traffic Division and to all Southern Region Air Traffic field offices and facilities.
3. CANCELLATION. Order SO 1100.48 dated September 29, 1995, is canceled.
4. DELEGATION OF AUTHORITY.
 - a. All Branches are responsible for:
 - (1) Transmittal of Headquarters' requests for input to field facilities and comments back to Headquarters.
 - (2) Nondirective information to field facilities.
 - b. Evaluation Staff, ASO-505, is responsible for:
 - (1) Operational Errors/Deviations
 - (2) AAT Evaluation Responses
 - (3) FOIA's (Except denials, partial denials and No Records Responses)
 - c. Requirements Branch, ASO-510, is responsible for:
 - (1) Local Projects
 - (2) Reprogram Actions
 - (3) Finding of No Significant Impact (FONSI's)
 - (4) NCP's
 - (5) Correspondence to regional branches, Headquarters, and facility managers relating to F&E budget and automation matters.
 - d. Airspace Branch, ASO-520, is responsible for:
 - (1) Rulemaking Dockets and Proposed Amendments to FAR's
 - (2) Modifications to MTR's

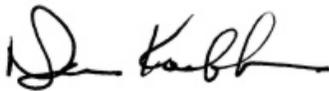
- (3) Laser Show and Fireworks Display Approvals
- (4) Special-Use Airspace Proposals and Requests Forwarded to Headquarters
- (5) Responses on Noise Complaints from Private Citizens
- (6) Requests for Identifiers
- (7) Findings of No Significant Impact (FONSI's)

e. Operations Branch, ASO-530, is responsible for:

- (1) Temporary Flight Restrictions
- (2) Requests for Comments on Handbook Changes
- (3) Temporary Tower Service
- (4) Transmittal of Waiver Approvals to Field Facilities
- (5) Aircraft Radiotelephony

f. Resource Management Branch, ASO-540, is responsible for:

- (1) SF-52's except Air Traffic Managers and Assistant Air Traffic Managers
- (2) Designation of Grievance Examiners
- (3) Third-Level Grievance Responses
- (4) Drug Test Letters
- (5) ROI's on New Hires



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