

**ORDER**

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
WESTERN-PACIFIC REGION

WP AT 7210.4E

**SUBJ: WESTERN-PACIFIC REGIONAL TRAFFIC MANAGEMENT SYSTEM REQUIREMENTS**

1. **PURPOSE.** This order specifies and defines the organization, procedures, and responsibilities that the Western-Pacific Air Traffic Division will apply to its organizational field facilities when administering the traffic management requirements contained in FAA Order 7210.3, Facility Operation and Administration.
2. **DISTRIBUTION.** This order is distributed to the branch level and above in the Air Traffic Division, all Western Pacific Regional Air Traffic Control Facilities, the Office of Air Traffic Tactical Operations, ATT-1, and the Air Traffic Control System Command Center, ATT-200.
3. **CANCELLATION.** Order WP AT 7210.4D, Western-Pacific Region Traffic Management System, dated March 15, 1999, is cancelled.
4. **EFFECTIVE DATE.** TBA, 2003
5. **DELEGATION OF AUTHORITY.** The Manager for Tactical Operations, Western U.S., ATT-7, in association with the Manager, Operations Branch, AWP-530, shall serve as the Western-Pacific Region, Air Traffic Division's authority on matters pertaining to traffic management as specified by FAA Orders/Directives.
6. **PROCEDURES AND REQUIREMENTS.**
  - a. The Manager for Tactical Operations, Western U.S., ATT-7, in association with the Operations Branch, AWP-530, shall serve as the Air Traffic Division's focal point on matters that pertain to traffic management.
  - b. Field facilities with traffic management coordinators (TMC's) shall maintain a facility traffic management directive designating the facility focal person, establishing analysis functions, and describing any local traffic management requirements and Standard Operating Procedures (SOP).
  - c. Field facilities shall report to ATT-7/AWP-530 any condition that has the **potential** to impact the air traffic system. All delay information (excluding EDCT's) that reach 30 minutes and subsequently goes below 30 minutes shall be passed (through the overlying ARTCC (ZOA, ZLA) or TRACON (SCT, NCT, L30) TMU's) to the Regional Operations Center (ROC), at 310-725-3300.
  - d. TELCONS.
    - (1) The facilities listed in Appendix 1 of this order shall participate in the regional (0730 Pacific local time, Monday through Friday, excluding holidays) daily telcon. Any facility not listed in appendix 1 may monitor the telcon and participate when appropriate. Facility Managers shall participate or otherwise ensure they are aware of the items discussed. Facilities shall provide the information specified in appendix 2 that may impact the Air Traffic Control System.

(2) ATT-7/AWP-530 shall schedule additional telcons to coordinate special operations and to coordinate time critical traffic management information with field facilities as necessary.

e. Meetings.

(1) ATT-7/AWP-530 should schedule regular area Traffic Management meetings on a recurring basis to discuss current traffic management issues. These meetings will be conducted with the Los Angeles and Oakland ARTCC's and associated terminal facilities. As a minimum, attendance shall be required of all facilities that are staffed with traffic management coordinators; however, all facilities engaged in traffic management activities are encouraged to attend.

(2) The scheduling ARTCC shall prepare and distribute minutes of the meetings. Action items and the person or office responsible will be clearly identified. Action items will be carried forward to subsequent meetings until the item is completed.

f. Reports. ATT-7/AWP-530 shall validate the AWP Traffic Management system utilizing resources such as OPSNET, ASPM, etc., identify significant issues, develop follow up action items, and select key issues for inclusion in area traffic management meetings. AWP-530/ATT-7 shall prepare an annual synopsis of the state of the regional traffic management system for review by the Air Traffic Division Manager.

g. OPSNET/OTTER/ASPM.

(1) Facilities shall report delays in accordance with applicable directives. Facilities with automated capabilities shall utilize their OPSNET computer for reporting of delays and traffic count. All other facilities shall forward their delay data to their designated collection site for OPSNET entry.

(2) AWP-530 shall review OPSNET discrepancy reports received from ATT-210 and forward them to the appropriate facility for reconciliation, correction, and response. The responsibility of review relies with the facility reporting, but from a team perspective, all share some responsibility in the OPSNET review process.

(3) In addition to those facilities with a national traffic count reporting requirement, all Western-Pacific Region TRACON's shall ensure their daily traffic count is entered into the OPSNET system. Facilities with OTTER reporting shall enter their daily traffic counts.

(4) Facilities shall enter their ASPM data as required by directive.

h. Other.

(1) To the extent resources allow, the appropriate ATT-7/AWP-530 specialist shall visit each regional facility with a formal traffic management program. During this visit the specialist shall receive a briefing on current traffic management issues and any associated problems. They will observe and assess the effectiveness of the traffic management programs and functions being performed by that facility.

(2) New or proposed traffic management programs, long term changes to traffic management initiatives, traffic management staffing, or TMU organizational changes shall be coordinated with ATT-7/AWP-530, as well as all concerned facilities. This coordination should take place during the initial planning stage and prior to any operational testing or implementation.

(3) Field facilities shall notify ATT-7/AWP-530 of any known special events, i.e., AOPA Fly-in, NBAA Convention, airshows, etc that have the potential of increasing normal daily traffic count by 10 percent or more. *This information shall be passed as soon as the facility is made aware.*

(4) Any delay associated with Presidential/VIP movement(s) shall be passed through the ROC.

(5) AWP-540 shall coordinate with ATT-7/AWP-530 on authorization and staffing of TMC positions.

(6) All Field Facilities with Traffic Management Coordinators shall:

(a) Establish a facility traffic management directive containing, but not limited to:

1 A designation of the facility's traffic management focal person or office.

2 A designation of the facility's AT flight check coordination focal person or office.

3 The establishment of the analysis function.

(b) Develop and administer a training curriculum for the personnel engaged in traffic management containing, as a minimum:

1 A requirement for all facility personnel engaged in traffic management including controllers-in-charge and first line supervisors to review and comply with the Traffic Management chapter contained within FAA Handbook 7210.3.

2 A requirement to be familiar with the current OPSNET order.

3 A requirement to be familiar with this Order.

John Clancy  
Manager, Air Traffic Division, AWP-500

Appendix 1. Western-Pacific Region OPSCON, 0730 Pacific Local Time

Oakland ARTCC

Northern California TRACON

San Francisco ATCT

Oakland ATCT

San Jose ATCT

Phoenix TRACON/ATCT

Las Vegas TRACON/ATCT

Southern California TRACON

Los Angeles ARTCC

Los Angeles ATCT

John Wayne ATCT

Lindbergh ATCT