

ORDER

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

WP 7210.10

12/5/89

SUBJ: THE HUB "GO TEAM" CONCEPT

1. **PURPOSE.** This order establishes the HUB "GO TEAM" concept for the Western-Pacific Region. It delineates the responsibility for its establishment and provides guidelines for its function during major emergencies, aircraft accidents/incidents, disasters, or other abnormal occurrences requiring immediate assistance by a field facility.

2. **DISTRIBUTION.** This order is distributed at the branch level in the Air Traffic Division and standard distribution to all Air Traffic field facilities in the Western-Pacific Region.

3. **BACKGROUND.** During emergencies, aircraft accidents/incidents or unusual situations, field facilities may require assistance to complete the necessary reporting and investigation duties. The formation of a "GO TEAM", providing administrative as well as operational assistance and Regional Office representation, will provide the expert resources needed by the facility manager.

4. **RESPONSIBILITIES.** HUB Managers shall designate members and alternates to serve on the "GO TEAM." As a minimum, each "GO TEAM" will consist of two members. Stand-alone facilities shall designate members within their facility.

a. **Field Facility Air Traffic Managers,** or their designated person, shall contact the HUB facility manager as soon as possible after an emergency, aircraft accident/incident or abnormal occurrence which requires assistance from the "GO TEAM."

b. **The HUB Manager,** or designee, shall contact the System Effectiveness Section, AWP-542, as soon as possible after an occurrence and advise whether or not the "GO TEAM" should be activated. Team members should also be named at this time.

c. **The System Effectiveness Section, AWP-542,** shall make the determination to send a regional representative to the facility affected, based on information received from the HUB, the regional communications duty officer, or the facility manager.

d. **"GO TEAM" members** or their alternates should be prepared to depart their duty station and participate in the affected facility's efforts to gather information and documentation requested by the Facility Manager or the Air Traffic Division Manager. Appendix 1 contains the minimum checklist.

Distribution: A-X (AT)-3; A-FAT-0 (STD)

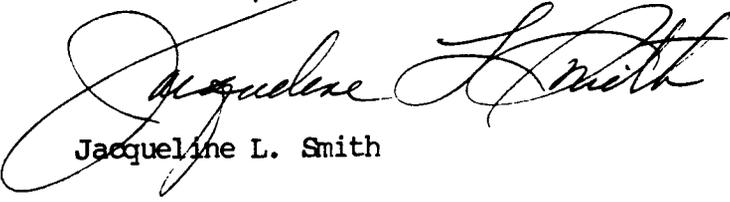
Initiated By: AWP-540

e. The System Effectiveness Section shall provide a point of contact between the manager and other investigative bodies, such as NISB, the FAA ICC, and others.

f. The "GO TEAM" shall coordinate with AWP-542 as soon as possible after arrival at the facility to keep AWP-542 informed of the latest developments.

g. The regional representative or the HUB "GO TEAM" shall prepare a briefing sheet for the Air Traffic Division as soon as possible after returning to their facility.

h. All circumstances which require a "GO TEAM" may not always be covered. Therefore it is expected that good judgement should prevail. If in doubt, call AWP-542 or the HUB manager for additional guidance.



Jacqueline L. Smith

APPENDIX 1. HUB

HUB "GO TEAM" CHECKLIST

The following items are the minimum required upon arrival at the facility:

1. Check the recording. Any ATC Involvement or communications?
2. Controller on position. FPL? How Long _____?
3. Current Physical/Over the Shoulder. Dates _____
4. Supervisor in Charge/CIC? Name _____
5. Other aircraft involved. Arriving/Departing/Enroute
6. Controller Statements/Interview
7. Training in progress. YES____ NO____ Total Hrs.____
8. Injuries. Fatal____ Non-Fatal____
9. Property Damage
10. Procedures used. Checked____