

ORDER

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
Western-Pacific Region

WP AT 7210.4D

3/15/99

SUBJ: WESTERN-PACIFIC REGION TRAFFIC MANAGEMENT SYSTEM

1. **PURPOSE.** This order 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.
2. **DISTRIBUTION.** This order is distributed to the branch level in the Air Traffic Division, all Hubs, ARTCC and stand-alone facilities; the Office of Air Traffic Operation Programs, ATO-1, the Air Traffic Control System Command Center, ATO-200.
3. **CANCELLATION.** This order cancels Order WP AT 7210.4C dated September 8, 1997.
4. **EFFECTIVE DATE.** March 15, 1999.
5. **DELEGATION OF AUTHORITY.** The Manager, Operations Branch, AWP-530, shall serve as the Western-Pacific Region Air Traffic Division's focal point on matters pertaining to traffic management as specified by FAA Orders/Directives.
6. **PROCEDURES AND REQUIREMENTS.**
 - a. The Air Traffic Division, Operations Branch, AWP-530, shall:
 - (1) Schedule and conduct regional traffic management meetings during the months of February and August. During the months of May and November regional traffic management telephone conferences (TELECONS) shall be conducted. Each meeting or TELECON shall include Oakland ARTCC, Los Angeles ARTCC, and all domestic terminal hub and stand-alone facilities that are authorized traffic management coordinators. All other facilities engaged in traffic management activities are encouraged to participate.
 - (a) Call for agenda items two weeks prior to the meeting/TELECON. AWP-530 shall distribute agenda items prior to the meeting or TELECON.
 - (b) Prepare and distribute minutes of the meeting or TELECON. Action items shall be carried forward to subsequent meetings until the item is completed.
 - (2) Conduct daily regional traffic management TELECONS, Monday through Friday,

(2) Conduct daily regional traffic management TELECONs, Monday through Friday, excluding holidays, at 0715 and 1300 Pacific Time. Facilities identified in Appendix I of this order are required to participate. Facility Managers shall participate or otherwise ensure they are aware of the items discussed. Any facility that has traffic management activities not listed in Appendix I may monitor the TELECONs and participate when appropriate. **Note:** Southern California TRACON shall conduct TELECONs for AWP-530 in the event of its absence.

(3) Schedule additional TELECONs on an "as-needed" basis, such as coordination of operations, coordination of time critical traffic management information, etc.

(4) Resources permitting, visit each Level IV and V terminal facility, both domestic ARTCCs, and Honolulu CERAP annually. Each facility being visited shall brief the AWP-530 representative on current traffic management issues, problems, or initiatives. The AWP-530 specialist shall observe and assess the effectiveness of traffic management programs and functions being performed at the facility. A written traffic management observation summary shall be forwarded to the facility manager through the AWP-530 Branch Manager within 30 days after the site visit.

(5) Review each facility quarterly analysis report to:

(a) Validate accuracy of information by comparison with available data resources such as OPSNET. **Note:** AWP-530 shall review OPSNET discrepancy reports and/or OPSNET inquiries received from ATO-200 and forward them to the appropriate facility for OPSNET reconciliation, amendment, and response.

(b) Identify and/or correlate problem areas and/or causative factors. As appropriate, AWP-530 shall direct facilities to formulate an action plan to address and resolve issues identified in the process.

(6) Coordinate with the Resource Management Branch, AWP-540, on authorization and staffing levels of traffic management positions.

b. All Field Facilities with Traffic Management Coordinators shall:

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

(a) A designation of the facility's traffic management focal person or office.

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

(c) The establishment of the analysis function.

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

(a) 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.

(b) A requirement to be familiar with the current OPSNET order.

(c) A requirement to be familiar with this order.

(3) Advise AWP-530 of:

(a) Any condition that has the potential to impact the National Airspace System (NAS).

(b) Any known special events, i.e., AOPA Fly-In, NBAA Convention, Super Bowl, etc., that have the potential of increasing the normal daily facility traffic count by more than 10 percent. ***This information shall be passed as soon as the facility is made aware.***

(c) Any delay associated with Presidential/VIP movement(s). After normal administrative hours, this information should be passed through the Regional Communications Center (Duty Officer) at (310) 725-3300.

(4) Report delays in accordance with applicable orders/directives. Facilities with automated capabilities shall utilize their ATOMS computer for the reporting of delays and traffic count. All other facilities shall forward their data daily to their designated data collection facility. Designated OPSNET collection sites shall enter this data into the OPSNET system daily.

(5) Coordinate with AWP-530 any proposed long-term change to traffic management initiatives, traffic management staffing, or TMU organizational changes. ***This coordination shall be accomplished during the initial planning stage and prior to any operational testing or implementation.***

(6) Coordinate with the pertinent parties any change(s) that will affect adjacent ATC facilities and/or system users.

c. Los Angeles and Oakland Air Route Traffic Control Centers shall report all aircraft diversions caused by weather or other airport conditions to AWP-530. Forward the number of flights diverted, cause of diversion, and new arrival airport to AWP-530 no later than 0730 Pacific local time on the first administrative day after the occurrence.

d. Los Angeles, Oakland, and Albuquerque Air Route Traffic Control Centers shall:

(1) Compile and forward a quarterly traffic management analysis report containing issues having an affect on capacity, demand, or efficiency at those facilities within their respective airspace that have Traffic Management Coordinators. ARTCC's may coordinate with their respective TRACONs and towers for collection of required data to complete this report. The quarterly report shall be forwarded to AWP-530, by the 30th of January, April, July, and October. This report shall include, but is not limited to the following:

- (a) Changes in user scheduling.
- (b) Aircraft type mix ratios; i.e. percent of heavy/B-757, large, small.
- (c) Changes in airspace, procedures, and/or runway/taxiway configuration.
- (d) Inter/Intra-facility traffic management issues and/or conflicts.
- (e) Any dynamic restrictions approved through the Command Center during the period.
- (f) Any other issues affecting traffic capacity, demand, or efficiency.

for Rose L. Mann
John Clancy
Manager, Air Traffic Division

Appendix 1

Alphabetical Listing of Required TELECON Participants

All times are Pacific local times

Required 0715 TELECON Participants (Monday-Friday, excluding holidays)

Note: System Users have access and usually participate during this TELECON

Bay TRACON
John Wayne Tower
Las Vegas Hub
Los Angeles ATCT
Los Angeles ARTCC
Oakland ARTCC
Oakland Tower
Phoenix Tower
Phoenix TRACON
Sacramento TRACON
San Francisco ATCT
San Jose Tower
Southern California TRACON

Required 0930 (Daily) ATCSCC National TELECON Participants

Los Angeles ARTCC
Oakland ARTCC

Required 1300 TELECON Participants (Monday-Friday, excluding holidays)

Bay TRACON
Las Vegas Tower
Las Vegas TRACON
Los Angeles ATCT
Los Angeles ARTCC
Oakland ARTCC
Phoenix Tower
Phoenix TRACON
San Francisco ATCT
Southern California TRACON