

DOCUMENT CHANGE PROPOSAL/BRIEFING SHEET

FINAL DISPOSITION

ORDER/PUBLICATION: 7110.65T

CHANGE: 2

EFFECTIVE DATE: March 10, 2011

TRACKING #: 52- App D

SPECIALIST/ROUTING: Don Kemp AJR-53 (202) 267-5791

1. PARAGRAPH NUMBER AND TITLE:

Appendix D. Standard Operating Practice (SOP) for the Transfer of Position Responsibility

2. BACKGROUND: In light of several recent loss of communication events in the National Airspace System, a multidisciplinary team reviewed and analyzed how to improve air traffic control operations regarding the establishment, transfer, and loss of communications with aircraft. This document change is based on the recommendations of the team.

3. EXPLANATION OF CHANGE: The change adds the requirement to brief on communication status. This change cancels and incorporates N JO 7110.535, Aircraft Communication Status, effective October 1, 2010.

4. CHANGE:

OLD

Appendix D. Standard Operating Practice (SOP)
for the Transfer of Position Responsibility

Title thru 6a

NEW

Appendix D. Standard Operating Practice (SOP)
for the Transfer of Position Responsibility

No change

OLD

b. VERBAL BRIEFING

Relieving Specialist	Specialist Being Relieved
<u>3.</u> Ask questions necessary to ensure a complete understanding of the operational situation.	1. Brief the relieving specialist on the abnormal status of items not listed on the Status Information Area(s) as well as on any items of special interest calling for verbal explanation or additional discussion. 2. Brief on traffic if applicable. <u>4.</u> Completely answer any questions asked.

NEW

b. VERBAL BRIEFING

Relieving Specialist	Specialist Being Relieved
<u>4.</u> Ask questions necessary to ensure a complete understanding of the operational situation.	1. Brief the relieving specialist on the abnormal status of items not listed on the Status Information Area(s) as well as on any items of special interest calling for verbal explanation or additional discussion. 2. Brief on traffic if applicable. <u>3. Brief communication status of all known aircraft.</u> <u>5.</u> Completely answer any questions asked.

No further changes to paragraph.

5. **INDEX CHANGES:**

6. **GRAPHICS:** None

7. **GENOT/NOTICE:** N JO 7110.535, Aircraft Communication Status, effective October 1, 2010


8. **FORMATTING & PLAIN LANGUAGE REVIEW:** ☒ **HM 4/26/2010**

9. **SAFETY RISK MANAGEMENT:** (Check appropriate box).

☐ **SRMD.** Proposed change meets full SMS requirements for safety risk assessment.

☒ **SRMDM.** Proposed change is not safety related.

Comments:

For 
Kenneth A. Myers
Acting Director, En Route and Oceanic Safety
and Operations Support

Date: 4/29/10