



U.S. Department
of Transportation
**Federal Aviation
Administration**

MEMORANDUM OF AGREEMENT

BETWEEN

Flight Technologies and Procedures Division, AFS-400

And

Aeronautical Information Services Directorate, AJV-A

1. Purpose. This agreement establishes and defines the strategy for coordinating changes to policies related to instrument flight procedure (IFP) Notices to Air Missions (NOTAM).

2. Background. In 2017, IFP NOTAM policies were removed from FAA Order 8260.19, *Flight Procedures and Airspace*, and incorporated into FAA Order 7930.2, *Notices to Air Missions (NOTAM)*. This change was intended to facilitate access to NOTAM policy by reducing the need to reference two, separate FAA orders. Also in 2017, a Memorandum of Agreement (MOA) was signed between the Flight Technologies and Procedures Division (AFS-400) and Flight Services (AJR-B), to outline responsibilities defined below. In 2020, the responsible office for Order 7930.2 transferred from Flight Services to Aeronautical Information Services (AJV-A); this MOA updates the responsible office.

3. Scope and Objective. This agreement only applies to the Flight Technologies and Procedures Division and Aeronautical Information Services, and only applies to IFP NOTAM policy contained within current and future versions of FAA Order 7930.2. The objective is to outline roles and responsibilities as they relate to development, amendment, and/or issuance of IFP NOTAM policy. The expected outcome is to encourage interdependency between the Flight Technologies and Procedures Division and Aeronautical Information Services, and to ensure that the Flight Technologies and Procedures Division retains responsibility for IFP NOTAM policy.

4. Responsibilities. Flight Technologies and Procedures Division (through AFS-420) and Aeronautical Information Services (through AJV-A36) will:

- a. Coordinate any IFP NOTAM policy changes with each other.
- b. Ensure mutual agreement for any IFP NOTAM policy changes before a document change proposal is circulated for comment/coordination. Disagreements that can't be resolved between AFS-420 and AJV-A36 will be elevated to the Manager, Flight Technologies and Procedures Division, and to the Director, Aeronautical Information Services for resolution.

5. Effective Date and Review: This agreement is effective upon signature of both parties and will be reviewed on a biennial basis by both parties to determine the need for modification or termination.

APPROVED:

JOSE A
ALFONSO

Jose Alfonso
Director, Aeronautical Information
Services
AJV-A

2/16/22

Date

ROMANA B
WOLF

Christopher J. Hope
Manager, Flight Technologies and
Procedures Division
AFS-400

3/15/22

Date