Appendix F. Checklist for FAA CSPP Review

This checklist provides the Project Manager (PM) and the Airport Certification Safety Inspector (ACSI) a useful tool when reviewing a Sponsor’s CSPP for conformance to the standards present within AC 150/5370-2. A completed CSPP checklist is not a required grant document.

For projects funded under the AIP and PFC programs, the FAA Project Manager’s issuance of an approval or non-approval letter represents the **official documentation** that the FAA has conducted a review of CSPP that confirms conformance to the requirements of AC 150/5370-2. The completion of this checklist is not a required AIP or PFC record.



F.1. Checklist for FAA CSPP Review

| Airport Name: |  | LOCID: |  |
| --- | --- | --- | --- |
| Associate City: |  |  | |
| Project No. |  |  | |

F.1.1. AC 150/5370-2F

This checklist identifies the main elements and sub-elements established under Section 2, Chapter 2 of Advisory Circular 150/5370-2F. Project Managers (PM) are encouraged to use this checklist as an aid when reviewing a Sponsor’s CSPP for conformance to the safety standards. Because the PM’s approval/disapproval letter represents the official FAA action, a completed checklist is not a required record the PM must sign or archive in the grant file.

| CSPP Element | Element Addressed? | | | | | | Remarks |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Yes | | No | | N/A | |
| Coordination (Section 205) | | | | | | | |
| * Contractor Progress Meetings |  | |  |  | | |  |
| * Addresses necessary actions when changes are proposed to CSPP |  | |  |  | | |  |
| * Provisions for FAA ATO Coordination |  | |  |  | | |  |
| Phasing (Section 206) | | | | | | | |
| * Phase Elements |  | |  | |  | |  |
| * Construction Safety Drawings |  | |  | |  | |  |
| Area and Operations Affected by Construction Activity (Section 207) | | | | | | | |
| * Identification of affected Areas |  | |  | |  | |  |
| * Mitigation Affects |  | |  | |  | |  |
| Navigation Aid Protection (Section 208) | | | | | | | |
| * Operational NAVAID Critical areas |  | |  | |  | |  |
| Contractor Access (Section 209) | | | | | | | |
| * Location of Stockpiles Construction Material |  | |  | |  | |  |
| * Vehicle and Pedestrian Operations |  | |  | |  | |  |
| Wildlife Management (Section 210) | | | | | | | |
| * Trash |  | |  | |  | |  |
| * Standing Water |  | |  | |  | |  |
| * Tall Grass |  | |  | |  | |  |
| * Fencing and Gates |  | |  | |  | |  |
| * Disruption of Wildlife Habitat |  | |  | |  | |  |
| Foreign Object Debris (Section 211) | | | | | | | |
| * FOD Control Measures |  | |  | |  | |  |
| Hazardous Material Management (Section 212) | | | | | | | |
| * Hazardous Material Controls |  | |  | |  | |  |
| Notification of Construction Activities (Section 213) | | | | | | | |
| * List of Responsible Representatives |  | |  | |  | |  |
| * NOTAMs |  | |  | |  | |  |
| * Emergency Notification Procedures |  | |  | |  | |  |
| * Coordination with ARFF |  | |  | |  | |  |
| * Notification to the FAA (Part 77, NAVAIDs….) |  | |  | |  | |  |
| Inspection Requirements (Section 214) | | | | | | | |
| * Daily Inspections |  | |  | |  | |  |
| * Final Inspections |  | |  | |  | |  |
| Underground Utilities (Section 215) | | | | | | | |
| * Procedures for protecting existing underground utilities |  | |  | |  | |  |
| Penalties (Section 216) | | | | |  | | |
| * Penalty provisions for noncompliance with safety plan provisions |  | |  | |  |  | |
| Special Conditions (Section 217) | | | | |  | | |
| * Unique conditions that may affect the operation of the airport |  | |  | |  |  | |
| Runway and Taxiway Visual Aids (Section 218) | | | | | | | |
| * General – Convey Clear Meaning; Secured from movement; Frangible | |  |  |  | |  | |
| * Markings | |  |  |  | |  | |
| * Lighting and Visual NAVAIDs | |  |  |  | |  | |
| * Signage | |  |  |  | |  | |
| Access Routes - Marking and Signage (Section 219) | | | | | | | |
| * Haul Road Demarcation | |  |  |  | |  | |
| Hazard Marking, Lighting and Signage (Section 220) | | | | | | | |
| * Areas Impacted by Construction Operations | |  |  |  | |  | |
| * Equipment | |  |  |  | |  | |
| Protection Runway and Taxiway Areas, Zones and Surfaces (Section 221) | | | | | | | |
| * Runway Safety Area (RSA) | |  |  |  | |  | |
| * Runway Object Free Area (ROFA) | |  |  |  | |  | |
| * Taxiway Safety Area (TSA) | |  |  |  | |  | |
| * Taxiway Object Free Area (TOFA) | |  |  |  | |  | |
| * Obstacle Free Zone (OFZ) | |  |  |  | |  | |
| * Approach and Departure Surfaces | |  |  |  | |  | |
| Other Limitations on Construction (Section 222) | | | | | | | |
| * Prohibitions | |  |  |  | |  | |
| * Restrictions | |  |  |  | |  | |

F.1.2. 14 CFR Part 139

This listing highlights sections of 14 CFR Part 139 that specifically address requirements of a certificate holder whenever construction operations occur on their airfield. This listing was established by searching 14 CFR Part 139 for the following key terms; “construct”, “contract” and “protect”. The provision of this listing does not preclude or diminish the ACSI’s enforcement of other Part 139 requirements.

While the PM shall be cognizant of these Part 139 requirements when reviewing the CSPP for conformance to the standards presented under AC 150/5370-2, such review does not supersede the ACSI’s oversight of the certificate holder’s compliance with Part 139.

| 14 CFR Part 139 Section | Element Addressed? | | | Remarks |
| --- | --- | --- | --- | --- |
| Yes | No | N/A |
| §139.327 Self-inspection program | | | | |
| * Daily Inspection |  |  |  |  |
| * Final Inspection |  |  |  |  |
| § 139.329 Pedestrians and ground vehicles – Training | | | | |
| * Safe and orderly access to work area |  |  |  |  |
| * Communication with ATCT |  |  |  |  |
| * Training – Vehicle and Pedestrian |  |  |  |  |
| §139.333 Protection of NAVAIDs | | | | |
| * Protection of NAVIADS against Damage |  |  |  |  |
| * Prevent interruption of visual or electronic signal from NAVAID |  |  |  |  |
| § 139.335 Public protection | | | | |
| * Safeguards to prevent inadvertent entry to the movement area by unauthorized persons or vehicles |  |  |  |  |
| * Protection of persons and property from aircraft blast |  |  |  |  |
| § 139.339 Airport condition reporting (NOTAMs) | | | | |
| * Notify airport users of construction or maintenance activity on movement areas, safety areas, or loading ramps and parking areas |  |  |  |  |
| § 139.341 Identifying, marking, and lighting construction and other unserviceable areas | | | | |
| * Mark (and light) construction areas and unserviceable areas |  |  |  |  |
| * Mark (and light) equipment and haul route |  |  |  |  |
| * Mark (and light) NAVAID critical areas. |  |  |  |  |
| * Locate and protect existing utilities |  |  |  |  |