Effective Date:
April 24, 2008

Cancellation Date:
April 23, 2009

SUBJ: Static Coordination

1.   Purpose of This Notice. This notice adds static coordination responsibilities under Federal Aviation Administration Order (FAAO) 7210.3, Facility Operation and Administration, Chapter 17, Traffic Management National, Center, and Terminal, Section 5, Coordination.

2.   Audience. This notice applies to the following Air Traffic Organization (ATO) service units: En Route and Oceanic, Terminal, and System Operations Services, including the Directors of Tactical Operations and traffic management officers.

3.   Where Can I Find This Notice? The notice is available on the MYFAA employee Web site at https://employees.faa.gov/tools_resources/orders_notices/ and on the air traffic publications Web site at http://www.faa.gov/airports_airtraffic/air_traffic/publications.

4.   Procedures. Add a new Paragraph 17-5-5, Static Coordination, to FAAO 7210.3V, to read as follows:

17-5-5. STATIC COORDINATION

a.   The ATCSCC must collect and manage updates for ASPM facilities' static data, currently depicted in the NTML and on the Operational Information System (OIS) under the associated ARTCC tabs in the East and West Directories.

NOTE-
Updates will be made to the NTML and the OIS for ASPM airports' normal runway configurations and their associated AARs/ADRs twice yearly and effective on or about January 1 and July 1 of each year.

b.   The TMO or overlying TMO, in conjunction with their ASPM facilities, must provide the following static data to their appropriate Director of Tactical Operations (DTO) and ensure the accuracy of the information:

1.   All normal runway configurations and their associated AARs/ADRs by May 1 and November 1 each year.

NOTE-
AARs are required for the following four categories: Visual meteorological conditions (VMC), low visual meteorological conditions (LVMC), instrument meteorological conditions (IMC), and low instrument meteorological conditions (LIMC).

2.   Changes to additional supporting AAR data by the first of every month:

a.   Associated landing/departing runway configurations

b.   Suggested program rates

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        c.   Pertinent notes

        d.   Holding capacities

        e.   Arrival flows

        f.   Category minimums

    3.   Changes to TM tips by the first of every month:

        a.   Configuration instructions/planning

        b.   Airport operational challenges

        c.   Seasonal traffic information

        d.   Gate hold information

        e.   Special arrival instructions

        f.   Other pertinent information related to airspace, procedures, weather operations, local traffic management initiatives, taxiway information, and any other items that impact traffic flows or runway acceptance/configuration

    c.   The following ASPM facilities/TMOs must also provide wind parameters to their respective DTO:

        1.   Newark Liberty International Airport (EWR)

        2.   John F. Kennedy International Airport (JFK)

        3.   La Guardia Airport (LGA)

        4.   General Edward Lawrence Logan International Airport (BOS)

        5.   Theodore Francis Green State Airport (PVD)

    d.   The DTO must provide:

        1.   All normal runway configurations and the associated AARs/ADRs for their underlying ASPM facilities to the ATCSCC Facility Automation Office by May 15 and November 15 each year.

        2.   Changes to additional supporting AAR data and TM tips for their underlying ASPM facilities to the ATCSCC Facility Automation Office by the 10th of each month.

<center>Renumber present paragraphs 17-5-5 through 17-5-12 to 17-5-6 through 17-5-13</center>

5.   Distribution. This notice is distributed to the following ATO service units: En Route and Oceanic, Terminal, Safety, and System Operations Services, including the Directors of Tactical Operations and traffic management officers; air traffic control facilities, except flight service stations; the William J. Hughes Technical Center; the Mike Monroney Aeronautical Center; international aviation field offices; and the Air Traffic Safety Oversight Service.

6.   Background. Static information for ASPM airports will be provided in the NTML and on the OIS under the associated ARTCC tabs in the East and West Directories. The information contains common runway configurations along with their associated AARs/ADRs and TM tips. Additionally, five airports must provide wind parameters for their various configurations. Our customers and ATCSCC personnel view this information regularly; therefore, ASPM facilities and the TMOs must ensure the accuracy of the information displayed.

Nancy B. Kalinowski
Vice President, System Operations Services
Air Traffic Organization

4-11-08
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Date Signed