

**NOTICE****U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION****N JO 1720.85****Air Traffic Organization Policy****Effective Date:**  
December 1, 2007**Cancellation Date:**  
November 30, 2008

**SUBJ:** Electronic Access to Specific Air Traffic Organization (ATO) Directives within Federal Aviation Administration Headquarters

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1. **Purpose of This Notice.** This notice explains how FAA headquarters offices will access specific ATO directives and publications electronically.
2. **Audience.** This notice applies to all offices within Washington headquarters.
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/](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](http://www.faa.gov/airports_airtraffic/air_traffic/publications).
4. **Action.** FAA headquarters personnel will view, download, and subscribe to receive electronic mail notification when changes occur to the specific ATO manuals, publications, orders, and notices at <http://www.faa.gov/ATPUBS> (Internet) or [http://www.faa.gov/airports\\_airtraffic/air\\_traffic/publications](http://www.faa.gov/airports_airtraffic/air_traffic/publications) (Intranet).
5. **Scope.** This notice applies only to the ATO manuals, publications, orders, and notices as identified in appendix A of this notice.
6. **Distribution.** This notice is distributed to all offices within Washington headquarters.
7. **Background.** Hardcopy dissemination of ATO directives has been the primary means of notifying FAA employees about National Airspace System changes and related operational activities. However, ATO manuals, publications, orders, and notices have been available online through the Agency's Web site ([www.faa.gov](http://www.faa.gov)) for several years. Electronic access has many benefits, including unlimited search capability, enhanced mobility, customized downloading, reduced printing and shipping costs, and the preservation of our natural resources. For these reasons, hardcopy dissemination of the documents specified in appendix A will be discontinued within headquarters.



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

11/27/07

Date Signed

## Appendix A

### Manuals

Aeronautical Information Manual (AIM)

### Publications

Pilot/Controller Glossary

Aeronautical Information Publication (AIP)

Notices to Airmen Publication (Class II)

Air Traffic Bulletins

### Orders (and Related Notices)

Submissions for Air Traffic Publications (Federal Aviation Administration Order (FAAO) 7000.5)

Flight Services (FAAO JO 7110.10)

Air Traffic Control (FAAO JO 7110.65)

Facility Operation and Administration (FAAO JO 7210.3)

Contractions (FAAO JO 7340.1)

Location Identifiers (FAAO JO 7350.7)

Procedures for Handling Airspace Matters (FAAO JO 7400.2)

Special Use Airspace (FAAO JO 7400.8)

Airspace Designations and Reporting Points (FAAO JO 7400.9)

Notices to Airmen (NOTAM) (FAAO JO 7930.2)

### General Notices (GENOT)/Notices

All current ATO GENOTs and Notices