

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
Air Traffic Organization Policy

N JO 7210.798

Effective Date:
January 6, 2012

Cancellation Date:
July 26, 2012

SUBJ: Recommendations for Procedural Changes

- 1. Purpose of This Notice.** The purpose of this notice is to specify the Air Traffic Control Procedures Office (ATCPO) as the central collection point for any changes to FAA Order JO 7210.3, Facility Operations and Administration.
- 2. Audience.** This notice applies to the following Air Traffic Organization (ATO) service units: En Route and Oceanic, Terminal, Mission Support, and System Operations.
- 3. Where Can I Find This Notice?** This 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/air_traffic/publications/.
- 4. Procedures.** Add paragraph 1-1-8, to read as follows:

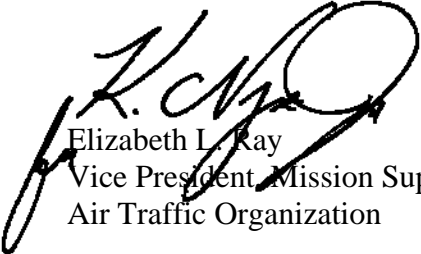
1-1-8. RECOMMENDATIONS FOR PROCEDURAL CHANGES

Any recommended changes to this order must be submitted to the Vice President, Mission Support Services, Attn: ATC Procedures Office.

- Personnel should submit recommended changes in procedures to facility management.
- Recommendations from other sources should be submitted through appropriate FAA, military, or industry/user channels.

Renumber paragraphs 1-1-8 through 1-1-11 to 1-1-9 through 1-1-12.

- 5. Distribution.** This notice is distributed to the following ATO service units: Terminal, En Route and Oceanic, Mission Support, and System Operations; ATO Safety; the Air Traffic Safety Oversight Service; the William J. Hughes Technical Center; and the Mike Monroney Aeronautical Center.
- 6. Background.** The ATCPO was established under the ATO with guidance and direction from the Operations Support Group. The ATCPO is responsible for the development and stewardship of air traffic control procedures and operates collaboratively with Terminal, En Route, Flight Services, Traffic Management, Operations Security, Department of Defense, and other organizations that generate procedures actions.



Elizabeth L. Ray
Vice President, Mission Support Services
Air Traffic Organization

12/6/11
Date Signed