

DOCUMENT CHANGE PROPOSAL/BRIEFING SHEET

FINAL DISPOSITION

ORDER/PUBLICATION: 7210.3X

CHANGE: 1

EFFECTIVE DATE: July 26, 2012 **TRACKING #:** 31- 4-6-4

SPECIALIST/ROUTING: Donald Kemp AJV-11 (202) 267-5791

1. PARAGRAPH NUMBER AND TITLE:

4-6-4. FAA FORM 7230-4, DAILY RECORD OF FACILITY OPERATION

2. BACKGROUND: When Comprehensive Electronic Data Analysis and Reporting (CEDAR) is fully deployed, it will provide air traffic management with an electronic means of assessing air traffic employee performance, managing resources, and capturing safety-related information and metrics. The tool will provide a standard interface for the collection, retrieval, and reporting of data from multiple sources. CEDAR will automate the creation, management, and storage of facility activities and events, briefing items, quality assurance reviews, and FAA forms, such as 3120-25, OJT Instruction/Evaluation Report, and 7210-4, Daily Record of Facility Operations. In addition, CEDAR will streamline many functions that managers use to execute their responsibilities as described in FAA Order 7210.3, Facility Operation and Administration; FAA Order 7210.56, Air Traffic Quality Assurance; and FAA Order 3120.4, Air Traffic Technical Training.

3. EXPLANATION OF CHANGE: This change clarifies the requirement for all Air Traffic Control facilities to use the electronic version of FAA Form 7230-4, Daily Record of Facility Operation provided in CEDAR , excluding Federal contract towers(FCT) and FAA flight service stations. This change cancels and incorporates N JO 7210.789, Comprehensive Electronic Data Analysis and Reporting (CEDAR), effective October 19, 2011.

4. CHANGE:

OLD

NEW

4-6-4. FAA FORM 7230-4, DAILY RECORD OF FACILITY OPERATION

4-6-4. FAA FORM 7230-4, DAILY RECORD OF FACILITY OPERATION

Title thru a

No change

1. Each air traffic facility must use the Comprehensive Electronic Data Analysis and Reporting (CEDAR) program to complete an automated version of FAA Form 7230-4.

1. Each air traffic facility, **excluding Federal contract towers (FCT) and FAA flight service stations,** must use the Comprehensive Electronic Data Analysis and Reporting (CEDAR) program to complete an automated version of FAA Form 7230-4.

No further changes to paragraph.

5. INDEX CHANGES: none

6. GRAPHICS: none

7. GENOT/NOTICE: N JO 7210.789, Comprehensive Electronic Data Analysis and Reporting (CEDAR), effective October 19, 2011

8. FORMATTING & PLAIN LANGUAGE REVIEW: **HM 7/12/2011**

9. SAFETY RISK MANAGEMENT: (Check appropriate box).

SRMD. Proposed change meets full SMS requirements for safety risk assessment.

SRMDM. Proposed change is not safety related.



Diane K. Bodenhamer
Acting Director, En Route and Oceanic Safety
and Operations Support

Date: