



U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
National Policy

ORDER
8260.32E

Effective Date:
09/02/2011

SUBJ: U.S. Air Force Terminal Instrument Procedures Service

This order contains criteria and guidance to all Federal Aviation Administration (FAA) and the United States Air Force (USAF) personnel in the administration of the Flight Procedures and Airspace Program.

Where a military requirement has been established, FAA Order 8260.3 (current edition), United States Standard for Terminal Instrument Procedures (TERPS), Volume 1, paragraph 122, provides for an instrument approach and/or departure procedure to be approved if the minimum standards within that paragraph are met. Under Order 8260.3, Volume 1, paragraph 130c, the military must request the FAA to develop procedures to meet their requirements where existing FAA approach and/or departure procedures at civil airports do not suffice. These requirements may be met by modification of an existing FAA procedure or development of a new procedure. Military requirements must be compatible with airspace availability, navigation facilities (NAVAIDs), and Air Traffic Control (ATC) requirements. FAA Order 8260.3, and other associated 8260-series orders provide the basic criteria for developing instrument flight procedures.

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for John M. Allen
Director
Flight Standards Service

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Chapter 1. General Information

1-1. Purpose of This Order. This order provides guidance to all personnel in the administration of the Flight Procedures and Airspace Program. It defines responsibilities regarding terminal instrument procedure development and maintenance service provided by the FAA for the USAF at domestic civil airports under Department of Transportation (DOT)/FAA/Department of Defense (DoD)/USAF Memorandum of Agreement effective July 7, 1978.

1-2. Audience. All FAA and USAF offices responsible for procedures services provided to the USAF by the FAA.

1-3. Where Can I Find This Order? You can find this order on the Directives Management System (DMS) Website: https://employees.faa.gov/tools_resources/orders_notices/.

1-4. What This Order Cancels. FAA Order 8260.32D, U. S. Air Force Terminal Instrument Procedures Service.

1-5. Explanation of Changes.

a. Chapter 1.

(1) General. Formatting is revised to meet current FAA standards. Paragraphs are realigned for better editorial flow. Office identifications and routing codes are updated to reflect the current FAA organizational structure. All references to other FAA Orders reflect the current edition.

(2) Paragraph 1-6. Introduced the Service Area Operational Support Group Flight Procedures Team (OSG FPT) as replacement for the AVN Flight Procedures Office (FPO).

(3) Paragraph 1-6a. Procedure request policy expanded and flow diagram added.

(4) Paragraph 1-6d. Added note to provide procedures for military SID/STAR requests.

b. Chapter 2.

(1) Paragraph 2-1. Updated Aeronautical Navigation (AeroNav) Products responsibilities to reflect current operations.

(2) Paragraph 2-2. Updated USAF responsibilities to reflect current operations.

(3) Paragraph 2-3. Added Flight Procedure Implementation and Oversight Branch (AFS-460) responsibilities.

c. Appendix A. FAA points of contact updated.

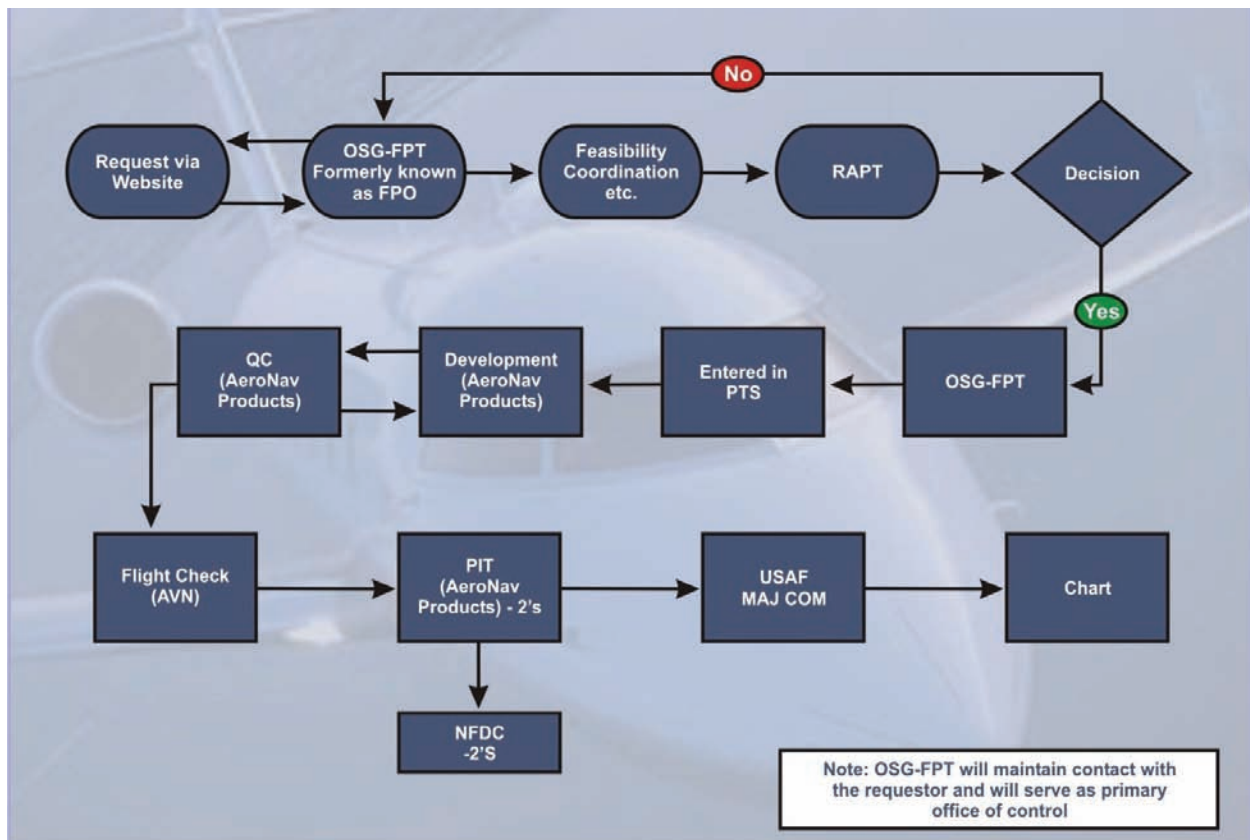
d. Appendix B. USAF points of contact updated.

e. **Appendix C.** Definitions added and deleted as necessary.

1-6. General. The Major Command (MAJCOM) TERPS office or the National Guard Bureau (NGB) (see appendix B) originates or endorses all Air Force requests to design, revise, or cancel instrument flight procedures (IFPs) at domestic civil airports and forwards the requests to the appropriate Air Traffic Organization (ATO) Service Area, Operations Support Group, Flight Procedures Team (OSG-FPT) (see appendix A)

a. Requests for design, revision, or cancellation must be submitted on an Instrument Flight Procedure (IFP) Request Form via the following website: <http://aeronav.faa.gov/index.asp?xml=aeronav/PIT/ifpform>. The IFP Request Form, in addition to other required information, must contain a detailed description of the procedure design or revisions requested. The OSG-FPT, after initial airspace analysis, will coordinate the request with the Regional Airspace and Procedures Team (RAPT). Upon RAPT concurrence, the request will be forwarded to the appropriate AeroNav Products Team for technical development service. The developing team must coordinate any changes to the original request, with the USAF TERPS office and the OSG-FPT. The aforementioned website may also be used to track the status of the project. Figure 1-1 provides a flow diagram of the procedure request and development process.

Figure 1-1. USAF IFP Processing Flow Diagram



b. When USAF requirements can be met by an existing FAA civil IFP without change, the USAF TERPS office may request publication of the FAA IFP by the National Geospatial-Intelligence Agency (NGA) in the appropriate DoD flight information publication (FLIP). NGA obtains FAA Terminal Procedures Publication (TPP) digital chart files from AeroNav Products under an existing agreement. The requesting USAF TERPS office will provide a courtesy copy of the NGA publication request to the appropriate AeroNav Products team via email.

c. When USAF requirements can be met by amending an existing FAA civil IFP, e.g., addition of Category E minima, Tactical Air Navigation (TACAN) capability, etc., without adversely affecting civil users, AeroNav Products must, subject to RAPT approval, amend the IFP for publication via normal FAA procedures, and notify the requesting USAF TERPS office of the proposed revised procedure effective date. The USAF will then request publication of the amended IFP by NGA.

d. When USAF requirements cannot be met by paragraphs 1-6b or 1-6c, AeroNav Products must design one of the following to satisfy USAF requirements under established directives and this order:

(1) A Standard Instrument Approach Procedure (SIAP) or Obstacle Departure Procedure (ODP) processed under Title 14, Code of Federal Regulations (14 CFR), Part 97, Standard Instrument Procedures.

(2) A High altitude approach procedure;

(3) A Contingency/Emergency procedure,

Note 1: If the USAF should require a Standard Instrument Departure (SID) to support military operations from a civil airfield, the request for design and development must be made through the servicing FAA approach control facility or FAA Air Route Traffic Control Center (ARTCC) if no FAA approach control facility is available..

Note 2: If the USAF should require a Standard Terminal Arrival (STAR), the request for design and development must be made through the appropriate FAA ARTCC.

e. Changes to IFPs, at locations with procedures requested in accordance with paragraphs 1-6c, 1-6d, and 1-9 must be coordinated with the appropriate USAF TERPS office.

f. When the USAF is unable to meet a required effective publication date on a FAA amended high altitude procedure, the USAF must notify the applicable AeroNav Products Team who must initiate appropriate Notice to Airmen (NOTAM) action.

1-7. Waivers/Letters of Approval. The USAF will not process any waivers or letters of approval for deviations to TERPS criteria for instrument procedures developed by AeroNav Products in accordance with this order. When an instrument procedure is designed for the USAF at a domestic civil airport that does not conform to TERPS criteria, AeroNav Products

will complete and process all required waiver/approval actions in accordance with FAA Order 8260.19, Flight Procedures and Airspace. See paragraph 2-2g and 2-3.

1-8. NOTAMs. When AeroNav Products issues a NOTAM for an existing civil instrument procedure, they must review all published high altitude instrument procedures developed for the USAF at the same airport to determine whether corresponding NOTAM action is required. If the high altitude procedure(s) also requires a NOTAM, AeroNav Products must issue a separate FDC NOTAM and notify the appropriate USAF TERPS office; only Flight Information/Temporary (FI/T) NOTAMs are authorized.

1-9. Contingency/Emergency. Contingency/emergency IFPs at domestic civil airports will be provided by AeroNav Products and documented as Special Instrument Procedures as outlined in FAA Order 8260.19. These procedures will not be published in the DoD FLIP by NGA. Duration and authorized use of these procedures will be established by the requesting USAF TERPS office and coordinated with AeroNav Products.

Chapter 2. Responsibilities

2-1. The AeroNav Products Office must use the following supplemental guidance for the development and processing of USAF high altitude and contingency/emergency IFPs and:

a. Not combine high altitude procedures on FAA forms except where procedural data are compatible; e.g. “ILS or LOC,” “ILS or LOC/DME,” and “VOR/DME or TACAN” approaches predicated on Very High Frequency Omnidirectional Range/Collocated Tactical Air (VORTAC) facilities (see FAA Order 8260.19).

b. Prepare applicable FAA forms with the following modifications and emphasis:

(1) Ensure the form title includes the “U.S. Air Force.”

(2) For high altitude procedures establish landing minimums for approach Categories C through E. For contingencies/emergencies, USAF must identify the required categories. Category E minimums must not be lower than those published for Category D.

(3) For high altitude procedures, do not make reference to the inoperative component table. However, add a note to each line of minima, where applicable, indicating the visibility increase required for inoperative approach lights; e.g., “When ALS inop, increase CAT CD RVR to 60, vis to 1¼ mile; CAT E vis to 1½ miles.” When multiple straight-in minimums are published, use an attention symbol; e.g., an asterisk, to denote which minimums the note(s) applies.

(4) Specify charting of any special use airspace areas in accordance with FAA Order 8260.19 that overlie or underlie procedure tracks.

(5) Complete all appropriate blocks on the reverse side of the forms, except “ENDORSED BY” and “REQUIRED EFFECTIVE DATE.” Limit “CHANGES” and “REASONS” to the left half of the form to allow room for subsequent endorsements.

(6) Preface all high altitude procedure titles with “HI-”; e.g., “HI-TACAN RWY 31,” “HI-ILS or LOC/DME RWY 31,” etc.

(7) In addition to minimum safe/sector altitudes (MSA) establish an emergency safe altitude (ESA) as specified in FAA Order 8260.3. Document ESA data on the same line following MSA; i.e., “ESA within 100 NM 10,800.”

(8) Use lines 1 and 2 on FAA Forms 8260-11, 8260-12, 8260-13, and 8260-20 to document charting of high altitude teardrop procedures in accordance with FAA Order 8260.19.

c. When reviewing or amending civil IFPs, also review and/or amend the high altitude IFPs at the same airport and coordinate required changes with the appropriate USAF TERPs office.

d. Coordinate flight inspection with Flight Inspection Central Operations (FICO). See FAA Order 8200.6.

e. Forward completed procedures to include all applicable signed FAA 8260-series forms (including FAA Form 8260-1/2/9 and the Flight Procedure Tracking Form indicating the procedure has successfully completed flight inspection) and a graphic (sketch or facsimile) to the appropriate USAF TERPS office for processing. Distribute the completed forms within the FAA as specified in FAA Order 8260.19.

f. Specify/coordinate a publication date concurrent with other affected procedures to ensure compatibility with facility schedules, airspace activity, and the charting cycle.

g. After coordination with the appropriate USAF TERPS office, cancel procedures as directed in FAA Order 8260.19. Cancellation forms for high altitude procedures will be forwarded to the appropriate USAF TERPS office for processing.

h. Send results of all biennial reviews conducted on procedures developed under paragraph 1-6d(2) and 1-9 to the appropriate USAF TERPS office

i. After notification that an IFP has been published by the NGA - perform a post-production FLIP review of the NGA chart to ensure the publication meets the FAA intentions and notify the appropriate USAF TERPS office of results.

2-2. The applicable USAF TERPS office must:

a. Handle additional processing for Air Force approval and for charting by NGA.

b. Coordinate with the requesting flying organization(s) to ensure user needs are met.

c. Indicate USAF acceptance of IFPs as designed by the FAA by signature in the "ENDORSED/ APPROVED BY" space on the applicable FAA form. Include MAJCOM designation, MAJCOM TERPS signature (after coordinating with requesting flying organization) and date signed. Provide a copy of the signed FAA form to AeroNav Products.

d. Maintain a paper or digital copy of all records provided by the FAA that support all IFPs developed and maintained for the USAF.

e. For high altitude IFPs forward an electronic mail or hard copy of all processing actions, to include signed signature page(s) of the applicable FAA form(s), to AeroNav Products and the OSG-FPT.

f. Ensure the procedure effective date is coordinated with the appropriate FAA air traffic control facility, as necessary.

g. Ensure a representative from AFFSA/A3I participates in the Flight Standards Procedure Review Board for high altitude IFPs requiring waivers.

h. Notify AeroNav Products of the effective publication date of all IFPs developed and maintained for the USAF under this order.

i. When results of biennial reviews conducted on procedures developed under paragraph 1-6d(2) and 1-9 are not received, the procedure must be removed from DoD publication.

2-3. AFS-460 must: Ensure that AFFSA/A3I is advised of all Procedure Review Board meetings and a USAF representative is present when discussing a waiver for a FAA-developed USAF high altitude procedure.

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**Appendix A. ATO Service Area
Operations Support Group-Flight Procedure Teams**

ADDRESS**AREA**

AeroNav Products, AJV-3
P.O. Box 25082
Oklahoma City, OK 73125
Commercial: 405-954-3027
FAX: 405-954-4236

World wide

Eastern Flight Procedures Team, AJV-E24
P.O. Box 20636
Atlanta, GA 30320
Commercial: 404-305-7410
FAX: 404-305-7380

AL, FL, GA, KY
MS, NC, PR, SC, WV
TN, VI, CT, MA, ME
NH, RI, VT, NY, PA
DC, DE, MD, NJ, VA

Central Flight Procedures Team, AJV-C24
2601 Meacham Blvd.
Fort Worth, TX 76137-4298
Commercial: 817-838-1900
FAX: 817-838-1920

AR, LA, NM, OK
TX, IL, IN, MI, MN
ND, SD, OH, WI
IA, KS, MO, NE

Western Flight Procedures Team, AJV-W24
1601 Lind Avenue, S.W. North Annex
Renton, WA, 98057-4056
Commercial: 425-917-6720
FAX: 425-917-6643

CO, ID, MT, OR
UT, WA, WY, AK
AZ, CA, HI, NV
Western Pacific

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Appendix B. U.S. Air Force Address Listing

Address	Phone Numbers
HQ AF Flight Standards Agency (AFFSA)/A3I Mike Monroney Aeronautical Center (MMAC) 6500 S. MacArthur Blvd, Bldg 4, Room 228 Oklahoma City, OK 73125-0082 hqaffsa.a3is@tinker.af.mil	Commercial: 405-739-8500 DSN: 339-8500 FAX: Com 405-739-9007 DSN 339-9007
HQ Air Education & Training Command (AETC)/A3OF 1 F Street, Suite 2 Randolph AFB, TX 78150-4325 aetc.terps@randolph.af.mil	Commercial: 210-652-5756/57 DSN: 487-5756/57 FAX: Com 210-652-7317 DSN 487-7317
HQ Air Force Materiel Command (AFMC)/A3OO Area A, Bldg. 262, Room S-143 4375 Chidlaw Road Wright-Patterson AFB, OH 45433-5006 hqafmc.terps@wpafb.af.mil	Commercial: 937-656-5834 DSN: 787-5834 FAX: Com 937-656-1064 DSN 787-1064
HQ Air Force Space Command (AFSPC)/A3RA 150 Vandenberg St., Suite 1105 Peterson AFB, CO 80914-4200 afspc.a3ra.terps@afspc.af.mil	Commercial: 719-554-6035/71 DSN: 692-6035/71 FAX: Com 719-554-3426 DSN 692-3426
HQ Air Mobility Command (AMC)/A3AT 402 Scott Dr., Unit 3A1 Scott AFB, IL 62225-5302 amcterps@scott.af.mil	Commercial: 618-229-3677 DSN: 779-3677 FAX: Com 618-229-2702 DSN 576-2702
HQ Air National Guard (NGB)/A3FO Terminal Instrument Procedures 1411 Jefferson Davis Highway Arlington, VA 22202-3231 angrc.angterps@ang.af.mil	Commercial: 703-607-2389 DSN: 327-2389 FAX: Com 703-601-2822 DSN 329-2822

HQ Pacific Air Forces (PACAF)/A3OA
25 E St., Suite I-232
Hickam AFB, HI 96853-5246
pacaf.terps@hickam.af.mil

Commercial: 808-449-1940
DSN: 315-449-1940
FAX: Com 808-449-1942
DSN 315-449-1942

HQ United States Air Forces Europe (USAFE)/APF
Unit 3050, Box 15
APO AE 09094-5015
usafe.terps@ramstein.af.mil

Commercial: 011 (49) 6371-47-7024
DSN: 314-480-7024
FAX: Com 011 (49) 6371-47-9816
DSN 314-480-9816

HQ Air Mobility Command AOS/OL-J
Bldg 151, Room 315
2509 Pink Flamingo Ave.
MacDill AFB, FL 33621-5413
csatrps@macdill.af.mil

Commercial: 813-828-9043
DSN: 968-9074/43
FAX: Com 813-828-9035
DSN 968-9035

HQ Air Force Special Operations Command
(AFSOC)/A3OV
100 Bartley Street, Suite 153W
Hurlburt Field, FL 32544-5000
afsoc.a3ov.ar@hurlburt.af.mil

Commercial: 850-884-4191
DSN: 579-4191
FAX: Com 850-884-2130
DSN 579-2130

HQ Air Combat Command (ACC)/A3AO
205 Dodd Blvd., Suite F 101
Langley AFB, VA 23665-2789

Commercial: 757-764-0713
DSN: 574-0713
FAX: Com 757-764-2346
DSN 574-2346

National Geospatial-Intelligence Agency (NGA)
Aeronautical Services Office Mail Stop L-27
3838 Vogel Road
Arnold, MO 63010-6238
flip@nga.mil

Commercial: 314-676-9012
DSN: 693-4272
FAX: Com 314-676-7029
DSN 693-7029

HQ Air Force Reserve Command (AFRC)
Mike Monroney Aeronautical Center (MMAC)
6500 S. MacArthur Blvd, Bldg 4, Room 228
Oklahoma City, OK 73125-0082
Hq.affsa.a3ip@tinker.af.mil

Commercial: 405-739-8551
DSN: 339-8551
FAX: Com 405-739-9007
DSN 339-9007

Appendix C. Administrative Information

1. Distribution. This order is distributed in Washington headquarters to the Office of Chief Counsel (information only); to the group and team level in the Air Traffic Organization (Terminal Services, En Route and Oceanic Services, System Operations Service, Technical Operations Service, and Mission Support Services); to the Branch level in the Flight Standards Service, to the Flight Technologies and Procedures Division, AFS-400; to the Aeronautical Navigation Products Office, AJV-3, and to the Regulatory Standards Division, AMA-200; at the Mike Monroney Aeronautical Center, to the Branch level in the regional Flight Standards Divisions; to the team level in the ATO Service Area Operational Support Groups; to the ATO Technical Operations Service Flight Inspection Central Operations (FICO); and to the United States Air Force Flight Standards Agency (AFFSA)/A3I.

2. Background. FAA Order 8260.3, United States Standard for Terminal Instrument Procedures (TERPS), paragraph 122, provides that where a military requirement has been established, a request for an instrument approach and/or departure procedure must be approved if the minimum standards within that paragraph are met. Under Order 8260.3, Volume 1, paragraph 130c, the military must request the FAA to develop procedures to meet their requirements where existing FAA approach and/or departure procedures at civil airports do not suffice. These requirements may be met by modification of an existing FAA procedure or development of a new procedure. Military requirements must be compatible with airspace availability, navigational facilities (NAVAIDs), and Air Traffic Control (ATC) requirements.

a. Basic Criteria for Developing Instrument Flight Procedures. FAA Order 8260.3 and other associated 8260-series orders, provide the basic criteria for developing instrument flight procedures. Additional policy guidance is contained in this order and the current edition of FAA Order 8260.19.

b. Procedures Services. Procedure services provided to the USAF by the FAA include development and maintenance of high and low IFPs, contingency/emergency procedures, criteria waivers, and NOTAM service for these procedures at domestic civil airports.

c. Supporting Aeronautical Charts. Aeronautical charts to support USAF procedures are created by the National Geospatial Intelligence Agency, St. Louis, Missouri, and forwarded to the FAA AeroNav Products for inclusion in the FAA TPPs.

3. Definitions.

a. Contingency/Emergency Procedures. Those IFPs required to support nonstandard USAF operations defined by an urgent requirement to fly short-notice, humanitarian, contingency, medical evacuation (MEDEVAC), “special” access, and urgent State Department missions.

b. Domestic Civil Airport. An airport located in the United States or its territories that is open for public use; e.g., private airport open to the public, general aviation airports, commuter service airports, air carrier airports, and public-use airports. Military airports, including those

open for public use, and federal airports operated by other agencies such as the National Aeronautics and Space Administration require separate agreements between that agency and the FAA.

c. Flight Inspection Central Operations (FICO). The FAA office responsible for scheduling and coordinating flight inspection of instrument procedures and navigation aids in support of the National Airspace System (NAS) and Department of Defense (DoD) flight operations.

d. Flight Procedures Team (FPT). The ATO Service Area Operations Support Group element responsible for initial processing of requests for instrument flight procedure development. The FPT also serves as the RAPT chairperson, in accordance with FAA Order 8260.43, Flight Procedures Management Program.

e. Headquarters Air Force Flight Standards Agency (HQ AFFSA). The USAF office responsible for all program and policy matters related to instrument procedures and air traffic control services. It is also the focal point for all USAF instrument flight concerns including pilot procedures, instrument procedure design criteria, and TERPS program management.

f. High Altitude Instrument Procedure. A terminal instrument procedure that usually begins (approach) or ends (departure) at or above 18,000 ft mean sea level (FL 180). The beginning/ending altitude may be lower to achieve compatibility with airspace constraints and optimum traffic flows.

Note: Since many United States military fighter-type aircraft only carry DoD High Altitude FLIPs, some high altitude procedures are occasionally designed with lower altitudes and identified as a high altitude procedure for inclusion in this publication.

g. USAF TERPS office. The key coordination element for USAF instrument procedures. This includes HQ AFFSA, Major Command (MAJCOM), and Air National Guard Bureau offices.

h. Aeronautical Navigation Products Office (AeroNav Products), AJV-3. The FAA office responsible for development, maintenance, quality control, technical approval, production, and distribution of public-use instrument procedures for the United States and its territories.

i. National Flight Data Center (NFDC), AJV-21. The FAA headquarters office responsible for maintenance of all data necessary to support the National Airspace System (NAS) and for the compilation, validation, and dissemination of all aeronautical information relating to the NAS.

j. National Geospatial-Intelligence Agency (NGA). The DoD aeronautical charting agency having primary responsibility for all military cartographic matters and aeronautical information products.

k. Regional Airspace and Procedures Team (RAPT). A team established at each FAA Regional Office under FAA Order 8260.43 for the purpose of coordinating and processing requests for new or modified flight procedures and related airspace matters.

l. Terminal Procedures Publications (TPPs). A set of bound United States government flight information publications containing civil and military instrument approach, departure, and arrival charts as well as selected airport diagrams for the United States and its possessions.

4. Forms. Use the following FAA forms for United States Air Force procedures at domestic civil airports:

- a. **FAA Form 8260-1,** Flight Procedures Standards Waiver.
- b. **FAA Form 8260-2,** Radio Fix and Holding Data Record.
- c. **FAA Form 8260-9,** Standard Instrument Approach Procedure Data Record.
- d. **FAA Form 8260-11,** U.S. Air Force ILS Standard Instrument Approach Procedure.
- e. **FAA Form 8260-12,** U.S. Air Force Radar Standard Instrument Approach Procedure.
- f. **FAA Form 8260-15A,** Takeoff Minimums and Obstacle Departure Procedures (ODP).
- g. **FAA Form 8260-15B,** Graphic Departure Procedure (DP).
- h. **FAA Form 8260-15C,** Departure (Data Record).
- i. **FAA Form 8260-13,** U.S. Air Force Standard Instrument Approach Procedure.
- j. **FAA Form 8260-20,** U.S. Air Force Standard Instrument Approach Procedure (Continuation Sheet).