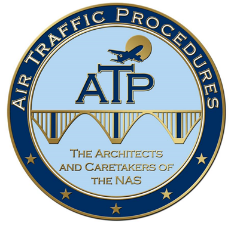
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|  | Air Traffic Procedures |
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Air Traffic Procedures

End of Year Report FY18

# Overview: Responsibilities of AJV-8

The Mission Support Services, Air Traffic Procedures (AJV-8) directorate of the FAA is responsible for improving aviation safety and efficiency by continually evaluating and updating, as necessary, the air traffic procedures used throughout the National Airspace System (NAS).

Assembled in 2013, AJV-8 is comprised of the legacy organizations of Terminal Safety and Operations Support (AJT-2A3), En Route and Oceanic Safety and Operations Support (AJE-3), and the Air Traffic Control Procedures Organization (AJV-11). Now housed under one directorate as the FAA’s core group of Air Traffic Control (ATC) subject matter experts and process specialists, AJV-8 created new processes that have resulted in more efficient updating of publications impacting the NAS. Today, Air Traffic Procedures serves as the Office of Primary Responsibility (OPR) for updating, cancelling, and/or publishing numerous aviation related orders and manuals, as delineated in FAA Order JO 7000.5E.

Today, AJV-8 maintains working relationships across all FAA lines of business and engages in inter-agency collaborations to ensure the development, revision, approval, and implementation of ATC related policies and procedures. AJV-8 serves as the principle support group to which all organizations, service areas/centers, and field facilities, including Air Route Traffic Control Centers (ARTCCs), Terminal Radar Approach Controls (TRACONs), and ATC Towers, come for guidance on matters involving ATC standards and procedures. The predominate goal of AJV-8 is to promote an active and meaningful dialogue among the various Air Traffic Organizations (ATO) that rely on us for air traffic procedures and publications support.

AJV-8 is responsible for developing procedural changes to the NAS in support of new systems or new technologies, capacity and efficiency improvements, or for risk mitigation. Normally, these changes are accomplished by creating or revising an existing air traffic order, via a Document Change Proposal (DCP), issuance of a notice, or the creation of a new air traffic order. AJV-8 also assesses and approves procedural waivers and letters of authorization, processes procedural interpretations, reviews external correspondence, and processes other types of documents as appropriate.

The organization is divided into five groups, each dealing with separate focus areas: Standards & Procedures Support (AJV-81), Terminal Standards & Procedures (AJV-82), En Route Standards & Procedures (AJV-83), Oceanic/Offshore Standards & Procedures (AJV-84), and Future Standards & Procedures (AJV-85). Together, these groups worked to achieve the year’s key accomplishments described on the following page, and individually succeeded in achieving other goals of their own, highlighted later. All strive to live up to the mission statement of the Mission Support Services (AJV) Organization:

*“We are the architects and caretakers of the National Airspace System.  
Our people are the bridge between ideas, the operation, and the future of the NAS.”*

# AJV-8 LEADERSHIP

In January of 2018, AJV-8 Director Maurice “Mo” Hoffman undertook a new position as AJV-1 Director. To fill the vacancy, Sharon Kurywchak (formerly of AJV-7) stepped into the role of AJV-8 Director (Acting). The organization is excited to continue utilizing Sharon’s experience, and AJV-8 is already climbing to new heights under her leadership.

# BUSINESS PLAN GOALS and Key Accomplishments

AJV-8, in cooperation with various partner organizations, completed 100% of its FY 2018 business plan goals. Significant progress was achieved for several NextGen decision support systems, such as updates to Time Based Flow Management (TBFM). The Wake Turbulence Re-categorization (RECAT) team also exceeded their FY18 goal of implementation at three sites by achieving RECAT initial operating capability at the following four sites prior to the end of the fiscal year:

* Detroit Terminal Radar Approach Control (TRACON)/ Detroit Metropolitan Wayne County Airport (D21/DTW) on 3/27/2018
* Phoenix TRACON (P50), Luke Air Force Base Radar Approach Control Facility (RAPCON) and all underlying facilities on 7/17/2018
* San Antonio TRACON and all underlying facilities on 7/31/2018
* Potomac (PCT) TRACON, Naval Air Station Patuxent River (NHK) (RAPCON), and all underlying facilities on 9/11/2018

# AJV-8 COMMUNITY OUTREACH ACTIVITY

Air Traffic Procedures takes great pride in its work within the FAA, and also helping those in the DC community. Three years ago, the organization reached out to Turner Elementary School located in Southeast Washington, DC. The school was in need of coats for their students, as many did not have proper winter clothing. AJV-8 was able to collect 35 coats in the first year alone. The collection was such a success that even more were collected the following year. 10 more coats were provided than had been requested by the school. In total, the organization donated 52 coats to the school in FY18. The Air Traffic Procedures organization, along with other organizations, continues to support this effort.

Every year, AJV-8 holds a popular holiday party; while everyone has a lot of fun, one of the main reasons we come together is to raise money for a charity. Last year’s holiday party raised $12,210 for the Fisher House Foundation. Overall, the extraordinary results of the outreach program work by the organization speaks to the kindness and compassion of the people within it.

# AJV-8 EMPLOYEE RECOGNITION

In addition to the great work AJV-8 produces, the organization’s Employee Engagement (EE) Captain received an ATO Employee Engagement Team Captain Award. This was in recognition of their hard work throughout the year and support of the organization. The team met bi-weekly and reported Employee Engagement activities and results to the FAA Chief Operating Officer. The EE Captain also won the Graduate School USA W. Edwards Deming Award, which recognizes outstanding FAA Employee Engagement work across all federal, state, and local governments. As direct support of the FAA Workforce of the Future priority objective, the team achieved transformative and measurable benefits through the innovative ATO EE Captain’s team efforts. AJV-8 is proud to have someone from the organization take part in the awards ceremony and receive this recognition.

Lastly, the organization takes great pride in recognizing individuals for their efforts. In FY18, the Employee Engagement Team created two new awards programs, the “High Five” Award and the “Crushed It” Award. The “High Five” Award goes to an individual who uniquely contributes to the overall success of the organization.  Each quarter, the organization presents a “High Five” Award to someone who makes a difference, or someone who readily offers a laugh, inspiration, or words of encouragement. On the other hand, the “Crushed It” Award recognizes not only Air Traffic Procedures internal employees, but also employees from other organizations who may have done something outstanding or supported AJV efforts and deserve recognition. This “ad hoc” award is presented to the recipient in front of their peers and management team. In FY18, our organization presented 17 “Crushed It” Awards. AJV-8 appreciates the efforts of our employees and employees within other lines of business and feel they should not go unrecognized.

# AJV-8 / ajv-1 consolidation

Looking ahead to FY19, Air Traffic Procedures (AJV-8) eagerly anticipates the consolidation of the two directorates and working in tandem with Airspace Services (AJV-1). Each office contributes a high level of expertise and both are of great importance to the NAS. This realignment will help streamline the FAA as a whole. The completion of the merger does not currently have a definitive timeline.

# AJV-8 By the Numbers

## Air Traffic Standards & Procedures Support (AJV-81)

AJV-81 jumped into FY18 with its usual zeal, continuing their productive work coordinating and supporting the directorate while also achieving some longtime goals. It was important for AJV-81 to stay true to its mission, as the group saw several members depart for new opportunities, opening the way for seven new members to join the team throughout the year.

AJV-81 oversaw the latest update to the Standard Operating Procedures (SOP) document, effective September 6, 2018. This update to the SOP contained numerous changes, including clarifying the steps for a NAS change with SMS documentation, particularly during final coordination. In addition, the update added a new Appendix which provided information on the Interagency Group on International Aviation (IGIA), as well as significantly expanded on the guidelines for Records Management and the responsibilities of the Directives Management Officer.

AJV-81 is also undertaking the HTML conversion of all AJV-8 orders and publications. In 2015, the Department of Transportation mandated that all of its public facing websites be Section 508/WCAG 2.AA compliant. AJV decided to remove the HTML versions of its orders and publications from the Air Traffic Publications website until that mandate could be met. After extensive research and trials, a styling and coding conversion process was produced and put to the test with the Notices to Airmen Publication (NTAP). The NTAP became the first AJV publication to be converted back to HTML and went live on the Air Traffic Publications website in October of 2017. Next, AJV-81 set its target on the hearty 1,700-page Aeronautical Information Publication (AIP). By June of 2018, the AIP was conquered and restored to the website, thus becoming the second successful HTML conversion. Looking forward to the next year, AJV-81 will tackle more orders, starting with the Aeronautical Information Manual (AIM) and FAA Order JO 7110.65, Air Traffic Control.

AJV-81 continued to provide training for the Air Traffic Procedures directorate. In FY18, two DCP formatting classes were held, providing key insight for both AJV-8 personnel and outside organizations. Additionally, 19 onboard training sessions were held, training 26 individuals as they joined the organization. Finally, four SMS refresher trainings were offered throughout the fiscal year.

Overall, three publication cycles fell within FY18, contributing to the large amount of controls processed. AJV-81 specialists processed 165 controls, including 82 DCPs and 60 External Correspondence Reviews (ECRs), the most of either category for any group within AJV-8.

## Terminal Standards & Procedures (AJV-82)

First on the list of accomplishments for the fiscal year, AJV-82 implemented RECAT 2.0 at D21, and Combined Wake Turbulence (CWT) at six TRACONs and 38 towers during FY18. Furthermore, the Wake Turbulence Work Group continues its work to institute RECAT effectively throughout the International Civil Aviation Organization (ICAO).

Second, various requirements were added to FAA Order JO 7110.65 for the use of Established on RNP (EoR). AJV-82 provided support to the EoR Denver team and the Denver TRACON became the first to use EoR in controlling Instrument Flight Rules (IFR) aircraft.

AJV-82 continues to support the Remote Tower (rTWR) project through active oversight, data collection, and procedural evaluation. The Leesburg rTWR concluded Phase 2 testing and now operates seven days per week without the mobile tower as a backup. Initial testing is underway at the Ft. Collins rTWR, and a third rTWR site is currently being evaluated by ANG.

To support the Administrator’s Top 5 initiative, AJV-82 participated in the Corrective Action Planning Team, the Runway Incursion Assessment Team, the Runway Safety Council, and the Surface Safety Group. Additionally, the group processed a Runway Safety Area DCP, a Wrong Surface Landing DCP, and three DCPs correcting and clarifying procedures related to PIREPs.

AJV-82 is currently involved in the ongoing creation and implementation of the Mobile Clearance Delivery system, which enables pilots at smaller airports to obtain accurate IFR departure clearances through personal computers or mobile devices. AJV-82 collaborated with over 20 work groups, including the Aeronautical Charting Forum, AISR Replacement Team, Departure Working Group, GBAS, Integrated Pilot Program, and the MVA Workforce. AJV-82 completed 61 DCPs in FY18, including:

* A DCP creating low altitude traffic management for Small UAS.
* A DCP creating procedures for the use of tower-applied visual separation at airports located in close proximity to each other, increasing the efficiency of arrivals and departures at these airports, and negating seven other procedural waivers.
* A DCP allowing the use of FUSION in conjunction with Final Monitor Aid displays during Simultaneous Independent Approaches.

The team processed 149 total controls.

## En Route Standards & Procedures (AJV-83)

AJV-83 had a productive year processing DCPs and working on tasks such as Commercial Space and the Acceptable Level of Risk (ALR) in the radar environment, the Unmanned Aircraft System (UAS) Low Altitude Authorization and Notification Capability (LAANC), and the upcoming Automatic Dependent Surveillance – Broadcast (ADS-B) mandate.

Development of ALR, through implementation and training, was a joint effort between several FAA lines of business, the William J Hughes Technical Center, and the Air Traffic Control System Command Center. There was also vital cooperation with various industry partners such as the Air Line Pilots Association, SpaceX, Blue Origin and Virgin Galactic/Orbit, and the various bargaining units representing FAA personnel responsible for operationally managing ALR.

Furthermore, numerous ALR DCPs were written and vetted through the Safety Risk Management process. Informal training began at Miami Air Route Traffic Control Center (ARTCC) on Monday, September 10, 2018 and continued in Jacksonville ARTCC and Los Angeles ARTCC the following week. Formal training will roll out in early 2019 in the form of an eLearning Management System (eLMS) course.

Another major achievement for AJV-83 in FY18 is the publication of the LAANC Notice and change to FAA Oder JO 7210.3. LAANC provides access to controlled airspace for UAS operations near airports through near real-time processing of airspace authorizations below approved altitudes. This was a high profile item since the Secretary of Transportation announced that LAANC would be deployed on April 30, 2018. Accordingly, the Notice was published on time to meet the April 30 effective date. As of August 31, 2018, 26,277 small Unmanned Aircraft System airspace authorizations were processed through LAANC, 89 % of which were auto-approved with no further coordination with the FAA required.

Finally, AJV-83 remains at the forefront of implementation of ADS-B, as it will be required in most classes of airspace after January 1, 2020. Aircraft operators are equipping aircraft now, and have identified many operational situations that have not been fully addressed. AJV-83 has been working closely with other FAA lines of business and industry representatives to find solutions to these issues, which include myriad scenarios: the expected operation of ADS-B during formation flight, privacy concerns, ATC authorizations for non-equipped aircraft/when ADS-B is broken, and issues on aircraft with older GPS position sources. For the latter circumstance, ADS-B units only get part of the information they are required to transmit. Overall, during FY18, AJV-83 processed 83 controls consisting of 50 DCPs, 2 Notices, 2 Waivers, 4 Interpretations, and 9 Clarifications.

## Oceanic/Offshore Standards & Procedures (AJV-84)

The first significant achievement of Performance-based Communication and Surveillance (PBCS) implementation took place on March 29, 2018, as the result of extensive collaboration with Flight Standards, neighboring Air Navigation Service Providers (ANSPs), and NextGen (ANG) operators and equipment manufacturers. This required active coordination in international forums as well as ensuring that the necessary publications were updated and published on time. For instance, at an international meeting in Japan, it became clear that many ANSPs did not know what PBCS was, nor how to implement. AJV-84 worked to disseminate this information with the Civil Air Navigation Services Organization (CANSO) representative by delivering articles for publication by CANSO through their online blogs and magazine publication “Aviation”.

Next, AJV-84 developed an ATSAP CAR “Weather Deviation Procedure” that is in final review and coordination with ANG-E61 for modeling. This procedure will mitigate an issue with Advanced Technologies and Oceanic Procedures to allow aircraft along the same route of flight to deviate, with an approved clearance, when utilizing reduced, distance-based separation.

In addition, the team created the Concept of Operations for the implementation of 23 nautical mile lateral separation in FAA oceanic airspace. This significant development harmonizes the U.S. with neighboring ANSPs, and allows the Advanced Surveillance Enhanced Procedural Separation (ASEPS) program office to meet the congressional mandate to reduce separations in U.S. oceanic airspace.

AJV-84 mitigated a serious issue concerning the use of Controller Pilot Data Link Communications (CPDLC) versus Iridium. Iridium contained a design flaw that allowed an aircraft to receive a clearance up to 24 hours after original issuance – without the controller being aware. Iridium indicated that a fix would take up to a year to deploy. After talking with the affected facilities (ZOA, ZAN, ZNYand organizations (AFS, AOV, IATA and ANG-E61), the decision was made to coordinate with Air Traffic Services (AJT) to issue NOTAMs for all of oceanic facilities inhibiting the use of CPDLC over Iridium. Subsequently, Iridium was able to rectify the issue in less than two weeks.

In the fall of 2017, Oceanic and Offshore Air Traffic Standards and Procedures Group (AJV-84) began conceptualizing the formation of an informal Caribbean coordination group. This group would be comprised of Oceanic and Offshore facilities, New York Oceanic (ZNY), Miami Air Route Traffic Control Center (ZMA), and San Juan Combined Center/Radar Approach Control (ZSU) and neighboring Caribbean Air Navigation Service Providers (ANSP) to align with the objectives of the Caribbean Initiative to mitigate operational and technical deficiencies in the region. Based on similar informal groups that AJV-84 participates in the Pacific and Cross Polar Regions, AJV-84 formed the Caribbean Inter-facility Coordination Group (CICG). In partnership with ATO International (AJR-F), AJV-84 facilitated the first CICG Meeting on August 20, 2018 in Miami, Florida. The meeting served as a successful launch to the coordination group, and immediately gave credence to establishing an informal platform where facilities can engage neighboring ANSPs. As the chair and forum leader, AJV-84 can harmonize and resolve cross-boundary issues at the facility level. In addition to AJV-84 presiding over the group, En Route Validations Requirements (AJV-724) and AJR-F have added tremendous value to CICG activities thus far. In the spirit of collaboration, AJV-84 invited the FAA Office of International Affairs (API) to be an observer participant. The CICG also includes observer participation from the ICAO North American, Central American, Caribbean (NACC) Regional Office, and the International Air Transport Association (IATA).

Last, the Oceanic and Offshore Standards and Procedures Group hosted the 10th Annual Oceanic and Offshore Managers Meeting. The meeting theme of teamwork, coordination and collaboration brought together numerous aviation professionals, engineers, technical experts, and program managers from across the United States, Europe, Asia, the Pacific, and the Caribbean.

## Future Standards & Procedures (AJV-85)

The AJV-85 team continued their upgrades to the components of TBFM to TBFM (T2T) between Indianapolis Air Route Control Center and Atlanta Air Route Control Center, as well as New York Air Route Control Center and Cleveland Air Route Control Center. During FY18, further progress was achieved by completing 32 site surveys at ATC towers in preparation for Integrated Departure Arrival Capability (IDAC) implementation for FY19 and FY20. This well surpassed the original goal to support the implementation of just three IDAC sites for 2018. This milestone set a high standard as AJV-85 continues to support this effort throughout FY19.

# Publication Metrics

There were three publication cycles within FY18: the first cycle was effective October 12, 2017, the second on March 29, 2018, and the third effective September 13, 2018. In October 2017, AJV-8 published 66 DCPs comprising 185 paragraph changes. In March 2018, the number remained at 66 DCPs spanning 110 paragraph changes. Then in September 2018, the DCP number dropped to 52 spanning 110 paragraph changes. The field has continued to express concern at the high number of paragraph changes requiring their initial review prior to publication, many of which would require additional training upon publication. Therefore, AJV-8 continues to work to reduce the number of changes made each fiscal year. Although a spike occurred in the number of changes in the October 2017 cycle, this was followed by a large drop in the second and third cycles of FY18. During the second and third publication cycles, the organization continued the downward trend of initiated changes.

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| **AJV-8 Processed Controls FY18** | **Control** |
| ATSAP – AIR | 5 |
| ATSAP – CAR | 5 |
| DCP | 211 |
| Email Question or Clarification Request | 45 |
| External Correspondence Review (ECR) | 87 |
| Interpretation | 9 |
| Letters of Authorization | 11 |
| Order | 12 |
| Waiver | 20 |
| Other | 55 |
| **Grand Total** | **460** |

## Interpretations

A long-standing goal of AJV-8 is to completely process all Interpretation requests within 60 days. However, in FY18, the average processing time jumped to 157 days, signifying that it is certainly an area where AJV-8 needs improvement. Thus, in FY19, the directorate strives to shorten the turnaround for interpretations and reverse this trend.

## Notices

Notices serve a valuable purpose in delivering to the field essential information that cannot wait for the next publication effective date. However, issuing too many notices reduces their effectiveness by flooding the field with cumbersome documentation, as it can hamper comprehension in the fast-paced air traffic environment. It is highly preferred that NAS changes are published via the 6-month publication cycle whenever possible. This requires publishing only those notices that are absolutely necessary. Over the previous five fiscal years, from a high of 45 in FY14, the number of notices processed has trended in a downward, non-linear fashion. While this is a promising trend, it is no guarantee of further decreases in the future. Ultimately, like in the processing of regular NAS DCP changes, AJV-8 will continue to seek a balance between the need to inform the field of safety-critical changes before publication effective dates, and the need to avoid overwhelming the field with so many notices that efficiency is lost and truly time-critical changes lose their impact.

# Conclusion

In summary, Air Traffic Procedures produced tangible results showing a high energy, goal-oriented organization that achieved major progress on long-term objectives. While the processing timeline for Interpretations shows the need for improvement, overall, the statistics assembled in this End of Year Report indicates the sheer quantity of work performed by AJV-8, while the quality shows in the continuous safety and efficiency improvement of air traffic operations nationwide.  AJV-8 takes its designated role as the caretakers of the National Airspace System seriously, and remains committed to honest self-assessment and further growth. With this in mind, the organization looks forward to an exciting future for all who fly, and those who keep them safe. 

Employee engagements activities in FY18



1 AJV-P Group PICTURE Front FOB10 B

Members of the Air Traffic Procedures team line up for recess. Today’s fun activity: Dodgeball



To the victor go the spoils: Members of AJV-81 enjoy lunch at Chevy’s - their reward for winning Pictionary at an All Hands Meeting.

Working for the Air Traffic Procedures Group is a walk in the park.







Raising Money for CFC (Holiday Party 2017)





