**NOTICE**

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

N 1100.292

Effective Date: 5/26/04

Cancellation Date: 5/27/05

**SUBJ: ESTABLISHMENT OF THE AIR TRAFFIC SAFETY OVERSIGHT SERVICE**

1. **PURPOSE.** This notice announces the establishment of the Air Traffic Safety Oversight Service, AOV-1, within the Associate Administrator for Regulation and Certification. This is a change to the organizational structure within Washington Headquarters.

2. **DISTRIBUTION.** This notice is distributed to the branch level in FAA Headquarters, regions, and centers with limited distribution to all field offices and facilities.

3. **BACKGROUND.** In 1997, the National Civil Aviation Review Commission (NCARC) recommended that the air traffic service provider in Federal Aviation Administration (FAA) be subject to the safety policies of a separate part of FAA to provide independent safety oversight to the air traffic service provider. Also, on November 1, 2001, the International Civil Aviation Organization (ICAO) adopted an amendment requiring States to implement formal safety management procedures for their air traffic services systems by November 2003. ICAO stated that even where both the regulation and the provision of air traffic services are the responsibility of single government authority, it is important to ensure that both regulatory and operational aspects of safety management are adequately addressed. In addition, the National Transportation Safety Board issued Safety Recommendation A-00-36 to the FAA that recommended that an internal FAA oversight function independent of the Air Traffic Service be established to evaluate reported safety related events for potential air traffic control performance deficiencies. To carry out these objectives, the Air Traffic Safety Oversight Service is located within the Associate Administrator of Regulation and Certification. This organization will have an Air Traffic Operations Oversight Division, Systems Development Oversight Division and Safety Management Division.

4. **ORGANIZATION.** The structure and functions of the Air Traffic Safety Oversight Service follow.

a. **The Air Traffic Safety Oversight Service.** The Director oversees safety related issues pertaining to the provision of air traffic services. The Director establishes safety standards for air traffic services provided by the FAA, nationally and internationally, and monitors compliance with those standards. Also, the Director develops and maintains the policy and requirements for the Safety Management System (SMS), which is an integrated collection of processes, procedures and programs that ensure a formalized and proactive approach to system safety

through risk management. The Director monitors compliance with the SMS, provides leadership and direction in planning, manages audits and evaluates SMS performance, and assesses the adequacy of the follow-up recommendations. The Director also issues safety directives, when necessary, to address issues requiring immediate attention.

b. **Air Traffic Operations Oversight Division**. The Division establishes safety standards for the delivery of air traffic control services and monitors compliance with those standards and related portions of the SMS. The Division develops procedures, techniques, and criteria for scheduled or unscheduled audits and for surveillance of air traffic control services. The Division provides policy regarding the development of plans, risk assessments, and other criteria used for technical reviews before approval and changes are made to safety standards.

c. **Systems Development Oversight Division**. The Division establishes safety standards for the air traffic infrastructure, facilities, and equipment and monitors compliance with those standards and related portions of the SMS. The Division develops procedures, techniques, and criteria for scheduled or unscheduled audits and surveillance of air traffic's infrastructure, facilities, and equipment. The Division provides policy regarding the development of plans, risk assessments, and other criteria to be used for technical reviews before approval and changes are made to safety standards.

d. **Safety Management Division**. The Division establishes policies and requirements for the SMS; develops procedures, techniques, and criteria for scheduled or unscheduled audits and surveillance of the SMS, and provides guidance concerning the development of plans, risk assessments, and criteria for technical reviews and audits. In addition, the Division is responsible for safety oversight of current policies and requirements for the Air Traffic Organization during the transition to a SMS and provides risk assessments and criteria for reviews of the current system. The Division participates in reviews and evaluates policies, standards, procedures, and programs relating to the SMS.

5. **DOCUMENTATION**. A revision to Order 1100.2C, Organization--FAA Headquarters will follow.

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