NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

N 1100.318

National Policy

Effective Date:
04/29/2008

Cancellation Date:
04/29/2009

SUBJ: Establishment of the Office of Airports Compliance and Field Operations

1. Purpose of this Notice. This notice establishes the Office of Airports Compliance and Field Operations (ACO). The office is headed by the Director of the Office of Airports Compliance and Field Operations (ACO-1) and reports to the Deputy Associate Administrator for Airports (ARP-2).

2. Who this Notice Affects. This notice is distributed to the Director of Airports Safety and Standards, Director of Airports Planning and Programming, and the manager of the Airport Compliance Division and Regional Managers within the Office of Airports (ARP) line of business with distribution to all ARP field offices. An informational copy will be provided to all Federal Aviation Administration (FAA) Associate and Assistant Administrators.

3. Where you can get a copy of this Notice. Go to FAA Directives Management System at https://employees.faa.gov/tools_resources/orders_notices/.

4. Reasons for creating the Office of Airports Compliance and Field Operations. This new office with executive level leadership will direct, oversee and serve as the first level supervisor of the Airports organization's regional division managers, including the implementation and oversight of strategic management goals for field operations. This office will also be responsible for ensuring compliance with Federal airport grant and surplus property obligations, and economic regulatory oversight. This office will respond to adjudication of complaints filed against airports under 14 C.F.R. Part 16. By relocating the Compliance Division, AAS-400, to ACO-100, it will allow the Office of Airport Safety and Standards (AAS) to provide greater emphasis on core safety and engineering mission requirements, where the compliance mission is currently performed.

5. Mission. ACO's organizational mission is designed to establish a more robust level of headquarters and field coordination and communication, and in implementing the uniform application of policies and guidance. ACO-1 will serve as the focal point within ARP in transition matters associated with the Air Traffic Organization Field Service Centers and in developing uniform protocols. ACO-1 will also provide executive level leadership in developing ARP field practices in general administrative areas such as cost saving initiatives, Cost Accounting Systems, Occupational Safety and Health Administration, wireless policies

consistent with FAA corporate policies, as well as emergency coordination, and tracking regional performance in FAA and Airports strategic initiatives. In addition, ACO-1 will be responsible for developing and overseeing compliance and economic policies governing airports in the general areas of rates and charges, compliance, airport revenue use and privatization.

6. Functions and general organization.

a. Overall organization. ACO will consist of one division (Airport Compliance, which is currently AAS-400 and will change to ACO-100) and all the Office of Airports regional division managers will report to this executive. Appendix A contains an organizational chart of the organization.

b. Support. ARP will provide ACO with support in all phases of planning, contracts, financial management, human capital management, information technology services, and administrative activities.

c. Reporting. ACO-1 reports to ARP-2. All regional Airports division managers (600's) and ACO-100 manager will report to ACO-1. The new ACO-100 staff will report to ACO-100 manager as first level and ACO-1 as second level manager.

d. Responsibilities.

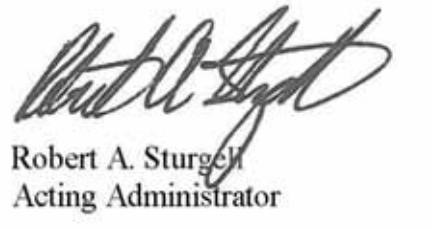
(1) ACO is authorized access and use of all data/information residing within the operational control of ARP organizations as needed to fulfill its mission.

(2) ACO-1 will provide ARP support as directed by ARP-2. This support will include but not be limited to technical, organizational and strategic support of ARP.

(3) Responsibilities may be adjusted or modified by ARP-2.

7. Documentation. The next revision to FAA Order 1100.2, Organization – FAA Headquarters, will document this organizational change.

8. Distribution. This notice is distributed to the division level in Washington, regions and centers, with a limited distribution to all field offices and facilities.



Robert A. Sturgell
Acting Administrator

Appendix A. Organizational Chart – Assistant Administrator for Airports (ARP)

