NOTICE

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

N JO 7930.108

Effective Date:
November 1, 2017

Cancellation Date:
October 31, 2018

SUBJ: Notices to Airmen (NOTAM) Responsibilities

1. Purpose of This Notice. This notice prescribes guidance that pertains to issuing NOTAMs and informing facilities of Obstruction Light Outages that may have an effect on flight operations. This notice also provides administrative corrections.

2. Audience. This notice applies to the Air Traffic Organization (ATO) service units: Air Traffic Services, Mission Support Services, and System Operations; Department of Defense (DOD) air traffic facilities, and all associated Terminal, En Route, and Federal Contracted air traffic control facilities.

3. Where Can I Find This Notice? This notice is available on the MyFAA employee website at https://employees.faa.gov/tools_resources/orders_notices/ and on the air traffic publications website at http://www.faa.gov/air_traffic/publications/.

4. Explanation of Change. FAA Order JO 7930.2, Notices to Airmen (NOTAM), does not follow a prescribed publication change cycle, and the entire order is rewritten and published as required. The changes identified in this notice have been validated and are required prior to the next release of FAA Order JO 7930.2.

5. Procedures. Amend JO 7930.2R to read as follows:

1-1-7. RECOMMENDATION FOR PROCEDURAL CHANGES

Title through a, no change.

b. Any changes to this order must be submitted to the Air Traffic Procedures Correspondence mailbox at 9-AJV-8-HQ-Correspondence@faa.gov.

No further changes to paragraph

1-1-9. RELATED PUBLICATIONS

Title through Order 6750.24, *Instrument Landing System and Ancillary Electronic Component Configuration and Performance Requirements,* no change.

Flight Standards, Delete.

8260.19, Flight Procedures and Airspace, Delete.

No further changes to paragraph

1-2-1. PURPOSE

Title through b, no change.

c. NOTAMs must have one of the following keywords as the first part of the text. A keyword is used to make it easier to sort and locate the specific data needed: RWY, TWY, APRON, AD, OBST, NAV, COM, SVC, AIRSPACE, ODP, SID, STAR, CHART, DATA, DVA, IAP, VFP, ROUTE, SPECIAL, or SECURITY.

NOTE−
Examples of keywords (RWY, TWY, APRON, AD, OBST, NAV, COM, SVC) are shown in Chapter 5; AIRSPACE in Chapter 6; (IAP, ODP, SID, STAR, DVA, ROUTE, and SPECIAL) relating to instrument flight procedures in Chapter 7.

Paragraph c1 through c16, no change.

17. DVA (Diverse Vector Areas). Keyword used to describe a temporary change or hazard associated with a Diverse Vector Area.

No further changes to paragraph

3-1-1. NOTAM RESPONSIBILITIES

a. The party that enters the NOTAM data is responsible for classifying, formatting, canceling, and informing the controlling facility and other facilities/offices affected by the aid, service, or hazard contained in the new NOTAM. Flight Service Stations are exempt from the requirement to inform the controlling facility when an alternate means of coordination is approved by the Flight Service Safety and Operations Group, AJR-B1.

Paragraph b and c, no change.

d. Inform the controlling facility of all Obstruction Light Outage NOTAMs that meet one of the following criteria:

1. The obstruction is located 6NM or less from an airport.

2. The obstruction is more than 400 feet AGL.

3. Identified by the terminal facility as one not meeting the criteria stated in d1 or d2 above; however, has been deemed necessary for the safety of operations (for example, depicted on the radar video map).

Paragraphs d through f, re-letter as e through g.

No further changes to paragraph

7-1-3. INSTRUMENT IFR FLIGHT PROCEDURES

Title through c12, no change.

d. NOTAM Procedures:

The applicable keyword (ODP, SID, STAR, CHART, DATA, IAP, VFP, ROUTE, DVA, or SPECIAL) will be included immediately following the location identifier designator.

No further changes to paragraph

6. Distribution. This notice is distributed to the following ATO service units: Air Traffic Services, Mission Support Services, and System Operations, and Safety and Technical Training; the Air Traffic Safety Oversight Service; the William J. Hughes Technical Center; and the Mike Monroney Aeronautical Center, and all Department of Defense air traffic control facilities.

7. **Background.** On February 28, 2017, an SRM panel was conducted with representatives from AJT, AJR-B, AJI, AJV, NATCA, and NAGE to evaluate the AJR-B6 proposal of informing the controlling facility of Obstruction Light Outages. FAA Order JO 7930.2 has been interpreted as establishing a

requirement for NOTAM originators, in this case Flight Services, to contact the ATC Terminal facility having jurisdiction over the area affected by the NOTAM to confirm receipt.

In conjunction with this SRM request, the US NOTAM office (AJR-B-11) requested specific changes be made to FAA Order JO 7930.2R prior to a comprehensive rewrite scheduled for late 2017 or early 2018. Paragraphs 1-1-7 Recommendation for Procedural Changes; 1-1-9, Related Publications; and 3-1-1a, NOTAM Responsibilities contain administrative changes and have no associated SRM Document. Paragraphs 1-2-1, Purpose; 3-1-1d, NOTAM Repsonsibilities; and 7-1-3d, Instrument IFR Flight Procedures have an associated SRM Document with no hazard finding for these changes. For ease of publication and training, these changes have been combined into one document.

Original signed by Heather Hemdal
Heather Hemdal
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Mission Support Services

9/11/2017
Date Signed