

In the Matter of the Mediation to Finality Between:

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FEDERAL AVIATION ADMINISTRATION

AND

NATIONAL AIR TRAFFIC CONTROLLERS ASSOCIATION

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Hearings held July 6, 2009

Before the Panel<sup>1</sup>:

Jane Garvey, Chairman  
Richard Bloch, Esq.  
Dana Edward Eischen, Esq.

Appearances:

ON BEHALF OF THE FEDERAL AVIATION ADMINISTRATION:

Harry A. Risetto, Esq., Morgan, Lewis & Bockius LLP  
Henry P. "Hank" Krakowski, CEO, Air Traffic Organization  
Michael Doherty, Esq., Office of Chief Counsel  
Richard J. "Rick" Ducharme, V.P., Air Traffic Organization  
Mark House, Financial Analyst  
Shelly Mlakar, LER Specialist

ON BEHALF OF THE NATIONAL AIR TRAFFIC CONTROLLERS ASSOCIATION

William W. Osborne, Jr., Esq., Osborne Law Offices  
Patrick Forrey, President, NATCA  
Eugene R. Freedman, Esq., Deputy General Counsel  
Dean Iacopelli, Facility Representative  
Garth G. Koleszar, Facility Representative  
Barry Krasner, Executive Director  
Andrew Lebovidge, Facility Representative

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<sup>1</sup> George H. Cohen, Esq. was originally appointed to serve as a Panel Member. When, as the result of an impending Presidential appointment as FMCS Director, Mr. Cohen withdrew, Mr. Eischen replaced him as a Panel Member, pursuant to the terms of the MTF document. At the request of the parties, Mr. Cohen agreed to serve as an expert resource to the Panel. All participants to the process express their profound thanks for Mr. Cohen's extraordinary service.

## CONTENTS

### OPINION OF THE PANEL

Introduction .....	3
Provisions Relating to Economics .....	9
Pay Bands .....	9
Adjustments to Base Pay .....	9
Equity Adjustment.....	10
Developmental Pay Setting .....	10
Special Grievance Procedure .....	11
ATTACHMENT 1 – Party Negotiated Articles	
ATTACHMENT 2 - Articles Submitted for Panel Decision	
ATTACHMENT 3 - Pay Bands	
EXHIBIT 1 – Mediation To Finality Agreement	

## **OPINION OF THE PANEL**

### INTRODUCTION

The Award in this case is the product of the final step of a jointly-bargained “Mediation to Finality” process (hereinafter, occasionally, “MTF”), adopted by the Federal Aviation Administration (“FAA”) and the National Air Traffic Controllers Association (“NATCA”) on May 12, 2009. [Exhibit 1]. As the name implies, the dispute resolution mechanism began with an extended series of mediation sessions that produced broad agreement on a wide variety of subjects. The MTF Agreement marked the critically important first step taken by these parties in their joint commitment to forge a new, more productive, relationship.

In 2006, these parties failed in an attempt to achieve a mutually bargained successor to the then-existing “Green Book”. Subsequently, management imposed its own version of all conditions of employment. That so-called “White Book” contained numerous provisions that served, from 2006 to 2009, as the terms and conditions of employment for bargaining unit employees; ranging from the trivial to the essential. Some provisions addressed work rules related to the daily business of running this highly complex shop. Others were economic

take-backs, in the name of fiscal prudence, that constituted unprecedented draconian reductions in compensation, bordering on the unconscionable.

The “WhiteBook” included the following preamble, evidently imported wholesale by the Agency from the negotiated 2003 (“Green Book”) Labor Agreement:

*This Collective Bargaining Agreement is designed to improve working conditions for air traffic controllers, traffic management coordinators/specialists and US NOTAM Office (USNOF) specialists, facilitate the amicable resolution of disputes between the Parties and contribute to the growth, efficiency and prosperity of the safest and most effective air traffic control system in the world.*

*The true measure of our success will not be the number of disagreements we resolve, but rather the trust, honor and integrity with which the Parties jointly administer this Agreement.*<sup>2</sup>

Whatever else may be said of the White Book document, it is neither a “Collective Bargaining Agreement” nor an “Agreement.” The abrupt imposed changes in working conditions from the collectively negotiated Green Books to the unilateral White Book was so profound, and spawned so much hostility and distrust, that the labor-management relationship since has degenerated into a state of dysfunctionality.

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<sup>2</sup> This hortatory language, stands as a monument to wishful thinking. Among other things, unilateral imposition of this document generated more than 450,000 grievances which, to this day remain unresolved. Whether or not it resulted in improved working conditions and contributed to growth, efficiency and prosperity are matters of open, continuous, vigorous and very heated debate between the parties.

We note, with approval and relief, that the Parties reached tentative agreement [TA] on the same language as the Preamble to their new Collective Bargaining Agreement. We have incorporated by reference that TA (and all others) as our Award in this case, which means the Preamble language is, once more, accurate.

Having considered the deteriorated relationship of these parties, the damage inflicted by continuing personnel warfare, and the substantial stakes in maintaining a safe and efficient air traffic control system, the Obama Administration intervened. In March 2009, the undersigned Panel was appointed to explore ways by which the parties could confront, and hopefully ameliorate, the existing situation. As its first order of business, at the direction of the Chair, the Panel drafted and presented to the parties a unique “Mediation to Finality” process that involved a series of extended meetings to review each and every one of some 130 specific Articles in dispute.

The parties were admonished to remain focused on the substance of the various issues, eschewing easy and often unnecessarily divisive objections based on form and process. The parties responded with grace, good faith, creativity and remarkable endurance. Through an extraordinary series of long, sensitive and difficult mediation and negotiation sessions, over a period of more than three months, the bargaining representatives reviewed, discuss and, most significantly, mutually resolved matters of extreme sensitivity; including many which had divided the camps even before the remarkably traumatic era of Imposed Work Rules.

The bargaining teams themselves are to be credited with major successes in finding common ground on some 120 of the disputed items.<sup>3</sup> Particular thanks is due, from this Board, to the efforts of Rick Ducharme and Pat Forrey, who

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<sup>3</sup> See Attachment 1 of the Decision of the Panel, which contains the tentative agreements.

played essential and effective roles in guiding this part of the process to its successful conclusion.

Notwithstanding the vigorous and extremely fruitful efforts of the bargainers, however, there remained a small number of Articles where common ground could not be achieved.<sup>4</sup> In accordance with the precepts of the MTF agreement, those matters were submitted for final resolution by the Panel. The decision that follows may properly be characterized as a compromise, subject immediately to the *caveat* that we have not engaged in an exercise of “splitting the baby.” It has not been the goal of this Panel, nor is it our proper function, to somehow achieve mutual happiness – that is rarely the concomitant of a bargaining process.

In this particular process, both sides have found good reasons for yielding strongly defended positions on deeply held tenets, in order to arrive at a comprehensive mediated to finality resolution of their differences. The common goal, which has been achieved through these mutual efforts, is a new Agreement which serves to bring these parties back from an ill-considered and ultimately destructive era of lop-sided unilateral administration and reinvigorate a functional relationship premised on mutuality and collective bargaining.

Predictably, the years since the birth of the White Book have been characterized by a steady drumbeat of protest from the Union, which has sought, in many venues, to voice its claim that the White Book, as an operating

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<sup>4</sup> See Attachment 2

document, is void *ab initio*. In that vein, the Union has vigorously urged this Panel to compensate affected bargaining unit members for White Book reductions of money and prerogatives, by “reinstating the Green Book and by making whole members affected by the imposed rules, including full retroactivity on all economic losses”.

Management, for its part, took a markedly narrower view of the issues in dispute; advocating from the outset that any future movement must be premised on the proposition that one takes the validity of the White Book as a starting point.

We reject both these backward-looking assumptions. This Mediation to Finality process began with and proceeded throughout on the premise that the parties and the Panel were working from a clean slate with an eye toward constituting a new, bargained relationship that will enable the parties to move forward as joint stewards of a *bona fide* labor agreement. As such, that process and this Award are designed and intended to set to rest any remaining questions of White Book/Green Book vitality.

From the start, this Panel has proceeded with an announced goal of achieving mutual agreement when possible and, when it was not, of rendering a decision that approximates, in our best judgment, the result the parties themselves would have achieved had they bargained all issues to a mutually satisfactory conclusion. More than mere speculation on that bargaining process, the Award represents our collective judgment as to how this labor relationship

should best be shaped by the application of reason and sound principles of labor relations to each of the issues that remained in dispute.

It is common to view an interest arbitration process as the product of the parties' failure to manage the give and take requisites that are the cornerstones of the collective bargaining relationship. In this case, however, the existence of this particular dispute resolution procedure is properly viewed as a significant, even momentous, achievement by the respective bargaining teams. The current process marks a change or, more accurately stated, the opportunity to change. Successful consummation of this relationship will require both parties committing to achievement of just that.

This Award is not a perfect resolution – it could not be. Even had the parties themselves resolved all rather than the majority of issues bilaterally, the result would have been one of compromise. The perfect compromise would have left segments of each group with less than they had hoped. However, the significance of all that they did accomplish in negotiations and their joint recognition of what they are capable of doing together, will enable the parties to proceed with the critical task of rebuilding the relationship.

No one to this process assumes the relationship will somehow be healed overnight. Without question, there will be elements of dissatisfaction going forward, if for no other reason that no one achieved exactly what they wanted. But the existence of this dispute resolution process signals recognition by the leadership of these parties that there is a relationship worth maintaining, that

this is a joint responsibility and that, significantly, the parties are capable of taking the necessary steps, jointly, to resolve their problems, as they have done in this case.

### PROVISIONS RELATING TO ECONOMICS

Central to the compensation structure under the Green Book was the existence of “Pay Bands” encompassing the entirety of the workforce and establishing a comprehensive wage structure. In the imposed White Book, these negotiated Pay Bands were dropped by the Agency and replaced with a compensation structure which substantially devitalized the salary levels of bargaining unit members. The Panel concludes that:

#### I. PAY BANDS

1. Effective Jan. 1, 2010, new pay bands shall be established, in accordance with the schedules set forth in Attachment 3.
2. Pay Bands are to be adjusted upward on an annual basis in January 2011 and 2012, in a manner equivalent to the adjustment provided to employees covered by the FAA Core Compensation Plan.

#### II. ADJUSTMENTS TO BASE PAY

Annual raises to base pay will be Three Per Cent (3%) on January 2010, 2011 and 2012, in accordance with Article 108, Section 8. [Attachment 2]

### III. EQUITY ADJUSTMENT

A designated group of some 1440 Controllers who were hired prior to October 2006, to be identified by the parties, shall receive, in June of 2010, a 1-time 8% upward adjustment to Base Pay, in accordance with Article 108, Section 8 [Attachment 2].

### IV. DEVELOPMENTAL PAY SETTING

All new hires, rehires or employees transferring after the effective date of this Agreement will transition through the applicable Developmental Pay Progression stages as established by the Agency. For pay setting purposes, employees will be paid the AG rate plus the following percentages of the difference between the AG pay band minimum and the CPC pay band minimum as they successfully complete each stage: Developmental-1 (D1) shall be 25%, Developmental-2 (D2) shall be 50%, Developmental-3 (D3) shall be 75% and CPC shall be the CPC band minimum. Progression upward to the next developmental stage will be to the minimum of the next developmental pay band or 6% of their basic pay, whichever is higher. [See Appendix B].

### SPECIAL GRIEVANCE PROCEDURE

The parties agree that the FAA/NATCA grievance procedure is in a perilous state. By rough count, there are some 450,000 unresolved grievances extending back to somewhere in the mid-1990's. Many of them appear to be *pro forma* complaints inspired by the imposed working conditions in 2006 and many of those are likely to be mooted by the Collective Bargaining Agreement resulting from the 2009 mediation process. There will, however, remain thousands of contractual and disciplinary matters throughout the Country that have languished unattended for as long as 10 to 15 years.

There is no question this backlog must be addressed and remedied. Failure to do so seriously challenges the integrity of the dispute resolution system, the morale of the workforce and, ultimately, the ability of the agency to deal with workplace disputes in-house.

In addressing the backlog, several essential factors must be recognized:

1. Each and every grievance must be given a fair, in-depth review.
2. The parties must be prepared to discuss and resolve disputed matters aggressively; with the mutual aims of achieving fair resolution while avoiding arbitration and litigation, if at all possible.

3. The system shall include active participation of a neutral mediator/arbitrator(s). Mutually acceptable and experienced neutral(s) can bring insights and offer suggestions to aid the Board in resolving individual cases and ensuring that matters receive the appropriate scrutiny to achieve a reasoned result.

#### Arbitration Review Board

The Arbitration Review Board (“ARB” or “Board”) shall be comprised of two high-level officials, one from the Union and one from the Agency, together with one or more neutral Mediators/Arbitrators appointed by the Chair of the Panel of Neutrals. The dispute resolution neutral member will chair the Board and the Agency and Union members will be vested with authority to discuss and sign off on all cases brought before the ARB.

#### ARB Meetings

The ARB will meet once monthly. Prior to the meeting a set number of files chosen by the Union will be circulated to each of the ARB members, for a brief review before discussion at the meeting. As a general matter, files will be chosen on a FIFO basis, but either party may request that the Board deal with urgent matters.

The ARB will convene in a mutually convenient location and review the files together. There will be no presentation of evidence or formal arguments.

Following a brief discussion of the case, the mediator will offer his or her opinion as to the appropriate disposition of the case.

#### ARB Jurisdiction

The ARB shall have jurisdiction over all cases arising prior to August 6, 2009, and shall be authorized to consider and render decisions on the merits of the cases as well as on all questions of substantive and procedural arbitrability.

In rendering its decisions, which shall be binding on the parties, the Panel shall be authorized to consider the terms of the applicable labor agreements and work rules in effect at the time the claimed violation arose, as well as applicable Federal Law.

#### ARB Authority

The Board is authorized to issue awards containing a wide variety of possible resolutions:

1. Dismiss the case without prejudice.
2. Dismiss the case with prejudice.
3. Grant or deny the grievance on the merits.
4. Settle the grievance on a non-precedential basis.

In cases where the Board concludes that the interests of all parties will be best served, the Board is authorized to propose a non-precedential monetary settlement to the parties. If the parties accept the proposal as a full and final

settlement of the grievance, the individual non-precedential monetary settlement proposal will be honored by the Agency and will set the matter to rest.

5. Refer the matter to a full arbitration hearing before another neutral selected by the parties through their normal grievance procedure.

In all cases, ARB Decisions will be signed by the Neutral Panel Members only.

#### Panel of Neutrals

During the term of this Agreement, the Panel of Neutrals shall be composed of:

- Jane Garvey, Chair
- Richard I. Bloch
- Dana Edward Eischen

A neutral member of the Panel may be removed by agreement of both parties. Additional Panel members may be added with the agreement of both parties.

The Chair of the Panel is authorized to convene the Panel *en banc* or to assign individual panel members to hear cases.

Within 60 days following the decision of this Panel, the parties will jointly review and assess the status of the backlog, and report to the Panel on their progress in implementing the Triage/Adjustment system established by this decision.

**ARTICLE 3**  
**RIGHTS OF UNION OFFICIALS**

**Section 1.** National and Regional Union officials who are elected or appointed to serve in an official capacity as a representative of the Union shall be granted, upon request, LWOP concurrent and consistent with elected terms of office or appointment. Each request by an employee for such LWOP shall be for a specified period and shall be certified by the national office of the Union.

**Section 2.** Each Regional Vice President (RVP) of the Union shall be granted eighty (80) hours of official time per pay period to perform the representational duties of the office.

The official time granted each RVP under this Section 2 may be delegated only to the Alternate Regional Vice President and to those other Union representatives within the same region who have been designated and identified in accordance with Section 3 of this Article. The time granted under this Section 2 may not be delegated to other Union representatives.

Written notice of delegation of official time granted under this Article shall be made to the ATO Technical Labor Liaison Office, via email to 9-AWA-AHR-OfficialTime/AWA/FAA@FAA.GOV and shall include: the name of the Union designee and the number of hours delegated. When the delegation is for a specific date and the need is known and communicated a minimum of eight (8) days in advance, the delegation shall be approved as specifically requested. If the delegation is made with less than eight (8) days notice it shall be approved absent an emergency or other special circumstance.

**Section 3.** The Union shall be granted the following amounts of official time for use by Alternate Regional Vice Presidents (ARVP):

- a) Three (3) Regions will receive twenty four (40) hours per pay period.
- b) Three (3) Regions will receive sixteen (24) hours per pay period.
- c) Three (3) Regions will receive sixteen (16) hours per pay period.

Within thirty (30) days of the signing of this Agreement, the Union at the National level will provide written notification to the agency as to the distribution of the ARVP official time for the life of this Agreement. The official time granted under this Section 3 for use by ARVP may not be delegated.

Within thirty (30) days of the signing of this Agreement, the Union at each of the Regional levels will provide written notification to the agency of up to seven (7) specifically identified Union representatives eligible to be delegated official time under this Article. Any change to that list of designees must be made prior to the pay period in which the time will be delegated. The official time granted under this Section 3 may not be delegated to other Union representatives.

**Section 4.** Upon completion of a period of LWOP granted under Section 1 of this Article, the Union official shall be returned to duty at the facility to which he/she was assigned prior to his/her assuming LWOP status. In the event there is a reduction-in-force at that facility while the Union official is in a LWOP status, the Union official's future duty status and duty location shall be determined in accordance with Article 47 of this Agreement. By mutual agreement between the Union official and his/her employing ATO Service Area official, he/she may be returned to a duty station other than the duty station to which he/she was assigned prior to his/her assuming LWOP status.

**Section 5.** Upon written notice to the Agency that need for LWOP granted under Section 1 of this Article has ended, Union officials shall be permitted to return to duty prior to the termination date

of their LWOP status. Such request for return to duty shall be certified by the national office of the Union.

**Section 6.** An employee who is placed on LWOP while acting in an official capacity on behalf of the Union shall be entitled to all such continued benefits, including participation in the Federal retirement program, as provided in applicable laws and regulations.

**Section 7.** Basic Pay of National and Regional Union officials who are elected or appointed to serve in an official capacity as a representative of the Union, and who have been granted LWOP under this Article, shall be set as though the employee never left the applicable CPC pay band of their assigned facility of record, accruing all annual increases to which he/she would have been entitled.

**ARTICLE 17**  
**POSITION DESCRIPTIONS**

**Section 1.** The Parties recognize that expanding the knowledge and experience of bargaining unit employees is essential to meeting the changing demands on the system.

**Section 2.** The Parties at the national level shall discuss and review all bargaining unit position descriptions annually.

**Section 3.** Each employee covered by this Agreement shall be provided a position description which accurately reflects the duties of his/her position. Position descriptions shall be consistent throughout the Agency for facilities of equal classification and similar function. However, position descriptions for the traffic management bargaining unit may vary based on individual facility requirements. If an employee believes that his/her position description is not accurate, he/she may request a review by the appropriate supervisor and be assisted by a Union representative. A dispute regarding the accuracy of an employee's position description may be handled under Article 9 of this Agreement.

**Section 4.** The primary duties of air traffic controller bargaining unit employees are those directly related to the control and separation of aircraft. The primary duties of the traffic management bargaining unit employees are those directly related to the efficient management of the National Airspace System (NAS). The primary duties of NOTAM bargaining unit employees are those directly related to the development, dissemination, and interpretation of operating procedures and practices associated with the United States NOTAM System (USNS). The Agency retains the right to assign work; however, other duties assigned by the Agency shall normally have a reasonable relationship to the employee's official position description. A reasonable relationship exists for the technical functions associated with training, briefings, quality assurance, and the technical functions of staff support specialists. When it becomes necessary to assign duties that are not reasonably related to the employee's official position description and are of a recurring nature, the position description shall be amended to reflect such duties.

**Section 5.** All proposed changes to the position description of bargaining unit employees shall be forwarded to the Union, in advance, for comment and/or negotiations as required by law and pursuant to Article 7 of this Agreement.

**ARTICLE 24**  
**ANNUAL LEAVE**

**Section 1.** Employees are entitled to annual leave with pay that accrues as follows:

- a. four (4) hours for each full biweekly pay period for an employee with less than three (3) years of service,
- b. six (6) hours for each full biweekly pay period, except that the accrual for the last biweekly pay period in the year is ten (10) hours, for an employee with three (3) but less than fifteen (15) years of service,
- c. eight (8) hours for each full biweekly pay period for an employee with fifteen (15) or more years of service.

**Section 2.** Except for those facilities where a leave exigency exists, employees shall be authorized the use of the leave they are entitled to earn within a leave year at any time during the leave year. All employees shall be afforded the opportunity to take two (2) consecutive weeks annual leave each year.

**Section 3.** Employees may not submit leave requests in excess of the annual leave they have accumulated, plus what they will accrue that leave year, plus any restored balance.

**Section 4.** Annually, what constitutes prime time leave periods shall be negotiated at the local level for each bargaining unit. In determining the amount of leave available, the Agency will make every reasonable effort to make leave available, consistent with staffing and work load. Prime time periods will be of sufficient duration to accommodate requests for two (2) consecutive or non-consecutive weeks of annual leave during prime time for all bargaining unit employees. Conflicting prime time leave requests of bargaining unit employees shall be resolved by seniority.

**Section 5.** The procedures for selecting, scheduling and relinquishing of prime time leave also shall be negotiated at the local level for each bargaining unit.

**Section 6.** Non-prime time leave is annual leave that is requested utilizing other than the prime time leave bidding procedure negotiated under Section 3 and prior to the schedule being posted. Non-prime time leave requests shall be recorded and approved/disapproved as soon as practicable after the request is made or as mutually agreed upon at the local level. Approval/disapproval shall not be subject to conditional circumstances. If the request was disapproved and annual leave for that time period, or any portion of that time period, later becomes available, the leave shall be approved on a first requested basis. The Parties at the local level shall establish the method for recording non-prime time leave requests.

**Section 7.** Annual leave requested for any period during a posted watch schedule, for the shift being worked, shall be approved/disapproved within thirty (30) minutes of the request being made. Leave requests for future shifts shall be approved/disapproved within two (2) hours of when the request was made, or prior to the end of the shift, whichever is less. Approval/disapproval shall not be subject to conditional circumstances. Leave requests shall be approved in the order that they were requested. If the request was disapproved and annual leave for that time period later becomes available, the leave shall be approved in the order that the request was received. The procedures for selecting, scheduling and relinquishing of spot leave shall be negotiated at the local level for each bargaining unit.

**Section 8.** Except as authorized in OPM regulations, no employee will be forced to take annual leave.

**Section 9.** Unless staffing and workload do not permit, bargaining unit employees may be authorized the use of all accumulated leave.

**Section 10.** Requests to cancel annual leave with twenty-four (24) hours notice to the Agency shall be granted. Unless staffing and workload do not permit, requests to cancel annual leave with less than twenty-four (24) hours notice to the Agency shall be granted. An employee who cancels scheduled annual leave and returns to duty shall be assigned to work the shift which he/she would have worked, if the annual leave had not been scheduled, unless staffing and workload dictate or allow assignment to a different shift.

**Section 11.** Employees on annual leave who become sick shall have the right to convert the annual leave to sick leave.

**Section 12.** Employees shall not be required to provide reasons for annual leave requests.

**Section 13.** Unless otherwise negotiated locally, all annual leave requests shall be submitted on an OPM-71. The form shall be dated, signed, approved/disapproved as appropriate, and a copy returned to the employee.

**Section 14.** Exigencies for public business must be determined by the head of the Agency or his/her designee. Except where made by the head of the Agency, the determination may not be made by an official whose leave would be affected by the decision. The Agency will notify the Union, at the national level, when the Agency makes the decision to place any facility in a leave exigency status. Upon written request of the Union, the Agency shall provide, in writing, within fourteen (14) days, the justification the Agency used in determining the need for the facility to be placed in a leave exigency status. If the Agency determines that an emergency exists at a facility not covered by a leave exigency, which precludes an employee from using appropriately scheduled use-or-lose leave, such leave shall be retained by the employee.

**Section 15.** In the event a leave exigency exists, the Parties at the local level shall negotiate the amount of annual leave each employee can use and the procedures to be used to distribute the leave equitably among bargaining unit employees.

**Section 16.** In determining years of service, an employee is entitled to credit for all service of a type that would be creditable under 5 USC 8332, regardless of whether or not the employee is covered by Subchapter III of Chapter 83.

**Section 17.** Except as otherwise provided for in this Agreement, employees are covered by the annual leave and lump sum payment provisions contained in 5 USC Chapter 55, Chapter 63 and the associated regulations in 5 CFR.

**Section 18.** Except as otherwise provided for in this Agreement, employees are covered by the annual leave and lump sum payment provisions contained in 5 USC Chapter 55, Chapter 63 and the associated regulations in 5 CFR.

**Section 19.** The express terms of this Article apply separately and distinctly to each of the following bargaining units: air traffic controllers, traffic management coordinators/specialists and NOTAM specialists.

**ARTICLE 106**  
**DURATION**

**Section 1.** Subject to member ratification, this Agreement shall remain in effect for thirty six (36) months from the date it is approved by the Parties and shall be automatically renewed for additional periods of one (1) year unless either Party gives written notice to the other of its desire to amend or terminate this Agreement. The written notice must be given not more than one hundred eighty (180) calendar days and not less than one hundred fifty (150) calendar days preceding the expiration date of this Agreement. Negotiations under the Article to amend the Agreement shall commence not later than thirty (30) calendar days after receipt of the written request. Government-wide regulations issued during the term of this Agreement shall become controlling at the time of extension if they are in conflict with this Agreement

## **ARTICLE 108 – PAY**

**Section 1.** The express terms of this Article apply to air traffic control specialists (ATCS), traffic management coordinators/specialists (TMC/TMS) and NOTAMS bargaining units.

**Section 2.** Definitions.

- A. Basic Pay is defined as employee's pay rate excluding applicable Locality Pay adjustment in effect.
- B. Base Pay is defined as the employee's pay rate including applicable Locality Pay adjustment in effect.
- C. The Traffic Count Index from the Air Traffic Control Complexity Formula for Terminal and En Route Pay Setting (Appendix A), is used to determine the ATC Facility Level.
- D. MSS Positions: The Agency has established Manager, Supervisor and Staff (MSS) levels for various categories of positions. These levels are referred to by an identifier of MSS-X.
- E. Unsuccessful Training: The inability to successfully conclude an air traffic control training program in either a terminal or en route facility in the Agency. There are three (3) scenarios applicable to unsuccessful training:
  - 1. Developmental: Initial certification attempt(s) at a terminal/en route facility(s) with the purpose of attaining Certified Professional Controller status.
  - 2. CPC re-certification: The attempt by a Certified Professional Controller at a terminal/en route facility to regain fully certified status due to a certification loss at his/her present facility. (e.g. medical disqualification, loss of currency, or performance).
  - 3. CPC certification: Subsequent certification by a Certified Professional Controller upon reporting to a new terminal/en route facility.
- F. Certified Professional Controller (CPC): This title applies exclusively to a civilian Air Traffic Control Specialist who is or has been facility certified in the terminal/en route air traffic control option in the Air Traffic Organization (ATO), and who is currently engaged exclusively in the separation and control of live air traffic in terminal/en route facilities in the ATO. Once facility certified in the terminal/en route option within the Agency, a controller retains the CPC title as long as he/she remains in or regains this ATC career status.

For TMC's and TMS's this title applies exclusively to air traffic control specialists who are facility certified and are involved in the traffic flow management of aircraft.

- G. Developmental Air Traffic Controller: An air traffic controller in training at a field facility who has never been facility certified in the terminal/en route option in an air traffic control facility in the Agency and therefore has never attained the Certified Professional Controller (CPC) career level.
- H. Transfer is defined as any movement of a CPC/TMC/TMS, or Developmental Air Traffic Controller to another CPC/TMC/TMS, MSS-1, or Developmental Controller position at the same, lower or higher ATC facility level. This includes bids, swaps and Employee Requested Reassignments. There are five kinds of transfers:
  - 1. Transfer to a higher level facility.
  - 2. Transfer to a lower level facility.
  - 3. Transfer to the same level facility.
  - 4. Either voluntary or involuntary transfer between CPC and MSS-1 position.

Note: On movement from a MSS-1 to CPC within the same facility, pay remains unchanged.

I. The ATC Facility Pay Level

The ATC pay levels have been established using a traffic complexity and volume formula that computes a Traffic Count Index (TCI) for each air traffic facility in the terminal and en route option.

**Section 3. ATC Pay Rate and Differentials.**

- A. Bargaining Unit Employees shall have their pay determined by the ATC Facility Level to which they are assigned. Field ATC facility levels range from ATC-4 through ATC-12. The Air Traffic Control System Command Center (ATCSCC) shall be equivalent to the highest ATC level facility in the NAS.
- B. COLA Pay/Post Differential: Eligible bargaining unit employees will continue to receive COLA Pay/Post Differential as defined by statute and as currently administered outside the contiguous 48 states.
- C. Locality Pay: Eligible bargaining unit employees will continue to receive Locality Pay in addition to Basic pay and will have their Locality Pay adjusted

annually consistent with government wide changes (Title 5) coincidental with the January pay increase. Basic pay is used to calculate pay actions and then applicable Locality Pay is applied on the basic pay in effect.

- D. Premium Pay: Bargaining unit employees will receive all Premium Pay percentages and differentials in connection with holidays, night differential, Sundays, COLA, Post Differentials, operational currency, Controller-in-Charge, on-the-job training, meal breaks and any other premiums/differentials in accordance with applicable laws, regulations, and this Agreement. All premium pay and differentials will be earned as an additional percentage rate of the employee's hourly rate of Base pay.

Employees will earn Sunday premium pay at an additional rate of 25% of their hourly rate of Base pay for all hours actually worked on Sunday. Unless otherwise provided for in this Agreement, all employees will earn night differential at an additional rate of 10% of their hourly rate of Base pay for all hours actually worked between 6 p.m. and 6 a.m.

- E. Overtime Pay: Bargaining unit employees will receive Overtime Pay as defined in Article 38 of this Agreement.

**Section 4. New Hire/New Entrant/Reentrant Pay Setting.**

- A. A New Hire is an individual who has never been employed by the Agency as an Air Traffic Controller in the terminal/en route option in the ATO. A new hire who is required to attend the FAA Academy shall have basic pay set at the Academy Graduate (AG) pay band effective the day after their graduation from the FAA Academy. If a New Hire is not required to attend the FAA Academy, basic pay shall be set at the AG pay band upon the effective date of their appointment to their facility of record and receive further increases in accordance with Section 5.
- B. A New Entrant is a federal employee who has never been employed by the Agency as an Air Traffic Control Specialist in the terminal/en route option. A New Entrant, whether or not he/she is required to attend the FAA Academy, will retain their current Federal Pay up to the maximum of the Developmental 3 pay band (career level G) and receive further increases in accordance with section 5.
- C. For a Military or DOD Civilian controller with 52 consecutive weeks experience as a certified air traffic controller that completes training at the Academy (if required) and reports to their assigned facility, pay will be set at the minimum of the lowest developmental level pay band for the assigned ATC facility.

- D. When any employee meets more than one of the criteria in this Section the employee's pay will be initially set using the criteria that provides the employee with the highest pay.
- E. A Re-entrant into the Terminal/En Route Option:
1. CPC Re-entrant: An individual who is not currently employed as an Air Traffic Controller by the Agency but was previously a FPL/CPC Air Traffic Controller in the Agency terminal/en route option. The individuals covered by the provisions of this subsection will be considered a CPC at their assigned facility. All subsequent transfers, promotions and other types of employee movement shall be in accordance with applicable rules, regulations and this Agreement.
    - a. CPC re-entrant currently employed by the Federal Government will retain current basic pay so long as that rate of pay fits within the established CPC pay band for the facility to which assigned. If current basic pay is below the minimum of the CPC pay band, pay will be raised to the minimum of the CPC pay band. If the current basic pay exceeds the established CPC pay band for the ATC Facility Level, pay will be set at the top of the CPC pay band
    - b. CPC re-entrants not currently employed by the Federal Government
      - The starting salary for a CPC re-entrant will be set in the CPC pay band of the facility to which the employee is assigned, but in no case will it be higher than the rate of pay held prior to leaving the Bargaining Unit(s), except to raise the pay to the minimum of the CPC pay band. If former pay exceeds the top of the CPC pay band to which assigned, pay will be set at the top of the CPC pay band.
  2. Developmental Air Traffic Controller Re-entrant: An individual who is not currently employed as an Air Traffic Controller by the Agency, but was previously a developmental controller in the Agency, is not required to attend the FAA Academy and is placed directly into a terminal/en route facility.
    - For all developmental re-entrants that have been separated for more than one (1) year, the starting salary will be set at the Academy Graduate pay band.
    - Former developmental controllers that have been rehired within one (1) year after voluntarily leaving the Agency will have their pay set at the minimum of the equivalent developmental stage prior to leaving.

**Section 5. Developmental Pay Setting.**

All new hires, rehires or employees transferring after the effective date of this Agreement will transition through the applicable Developmental Pay Progression stages as established by the Agency. For pay setting purposes, employees will be paid the following percentages of the difference between the AG pay band minimum and the CPC pay band minimum as they successfully complete each stage: Developmental-1 (D1) shall be 25%, Developmental-2 (D2) shall be 50%, Developmental-3 (D3) shall be 75% and CPC shall be the CPC band minimum. Progression upward to the next developmental stage will be to the minimum of the next developmental pay band or a 6% increase to their basic pay, whichever is greater.

## **Section 6. Transfer Pay Setting**

### **A. CPC Transfer:**

- Once a controller has achieved CPC status in the first terminal/en route facility, that status is permanent. For a CPC, pay is set as follows:
- Upon transfer to a higher ATC Level Facility, basic pay is increased to the minimum of the new CPC pay band, or is increased by 6%, whichever is greater, for transfers to a higher level facility up to the level 10 facility. Employees transferring to level 11 or 12 facilities from a level 4 through 10 facility, basic pay is increased to the minimum of the new CPC pay band or is increased by 8%, whichever is greater, not to exceed the new band maximum.
- Transfers from an ATC -11 to an ATC -12, base pay is increased to the minimum of the new CPC pay band, or is increased by 6%, whichever is greater, not to exceed the new band maximum.
- One-half of the increase is paid upon initial transfer to the new facility; the other one-half is paid when fully certified in the new facility. If the employee's current basic pay is above the pay band maximum at the new facility the employee retains his/her pay with no additional increase to basic pay.
- Upon voluntary transfer to a lower ATC level facility, basic pay is set at the current basic pay if that rate falls within the new CPC pay band. If current basic pay is higher than the top of the new band, basic pay is set at the top of the CPC pay band.
- Upon involuntary transfer, through no fault of the employee, to a lower ATC Level facility, basic pay is unchanged and the employee shall be granted pay retention in accordance with this agreement.
- A CPC who transfers into a new facility is a CPC in training (CPC-IT).

- A CPC-IT who does not achieve facility certification in the new facility shall have their pay set as follows:
- A CPC-IT who is unsuccessful prior to becoming fully certified at the new facility will have their basic pay set as though the employee never left the facility where he/she was fully certified, effective on the reporting date to the new facility. When assigned to another ATC level facility, pay will then be set as described above for a CPC transfer.
- If the employee is placed in a lower level facility than where the employee was previously certified, basic pay will be set as though they never left their original facility; however, pay shall not exceed the top of the CPC pay band for the employee's new facility/area.

Note: Pay setting for mutual reassignment and hardship transfers are covered under the provisions of Section 6C of this Article.

A. Developmental Controller Transfer:

- Upon voluntary transfer to a higher-level facility, basic pay is unchanged. Future pay increases are made in accordance with successful progression through the developmental stages and Section 5.
- Upon voluntary transfer to a lower level facility, basic pay is set at current basic pay if that pay falls within the pay band of the same developmental stage of the lower level facility, up to the pay band maximum. If the same Developmental stage does not exist at the new facility, employee's pay is set at lowest available Developmental stage at the new facility not to exceed the developmental pay band maximum. Future pay increases are made in accordance with successful progression through the developmental stages and Section 5.
- Upon transfer to the same level facility, basic pay is unchanged. Future pay increases are made in accordance with successful progression through the developmental stages and Section 5.
- A developmental controller that transferred to a new facility that does not achieve area/facility certification and is assigned a lower level facility shall have their pay set at the same developmental stage percentage of the lower level facility's minimum developmental stage. If the same developmental stage does not exist at the new facility, the employee's pay is set at the lowest available developmental stage at the new facility, and pay may not exceed the developmental pay band

maximum. Future pay increases are made in accordance with successful progression through the developmental stages and Section 5.

- Upon involuntary transfer, through no fault of the employee, to a lower facility level, basic pay is unchanged and the employee shall be granted pay retention in accordance with this agreement.

A. Hardship Transfers and Transfers for Mutual Reassignment:

When a bargaining unit employee is granted a Hardship Transfer (HT) or Transfer for Mutual Reassignment (TMR), pay is set as follows:

1. Certified Professional Controllers (CPC) and Certified Professional Controllers in Training (CPCIT) who have transferred under Section 6A of this Article (50% on the go/50% upon certification) who have not yet certified:

a. Transferring to the same or higher ATC Level Facility:

- No change in basic pay. There is no increase in pay as a result of the transfer (no 50% on the go/50% upon certification). Pay retention may apply.
- If pay is below the CPC pay band at the new facility, basic pay is set at the minimum of the pay band upon becoming facility rated/area certified.

b. Transferring to a lower ATC Level Facility:

- If current pay fits into the CPC pay band of the lower level facility, employee retains current basic pay. There is no increase in basic pay as a result of the transfer (no 50% on the go/50% upon certification).
- If current pay is higher than the top of the new CPC pay band, basic pay is set at the top of the new pay band. There is no increase in basic pay as a result of the transfer (no 50% on the go/50% upon certification).
- CPC-IT employees who previously moved under Section 6A of this Article (50% on the go/50% upon certification) and have not certified will have their basic pay set as though they never left the facility where the employee was fully certified. When assigned to a subsequent facility, basic pay will then be set as described above for a CPC transfer.

CPC and CPC-IT employees who transfer to a lower ATC Facility Level under the rules in this section, and who subsequently transfer to a higher ATC Facility Level within 3 years of the effective date of the first transfer, will have pay set under this Section rather than under Section 6A of this Article.

**Section 7. Annual Adjustments to Pay Bands**

Pay bands are to be adjusted annually in the first full pay period of January 2011 and 2012 equivalent to the manner pay bands are adjusted for employees in the Core Compensation Pay Plan.

**Section 8. Annual Pay Adjustments**

- Each employee will receive an annual increase of 3% to their basic pay in lieu of an Organizational Success Increase (OSI) and Superior Contribution Increase (SCI) in January 2010, 2011 and 2012 or the pay band minimum, whichever is greater.
- Bargaining unit employees who are eligible to retire from federal service shall receive an additional one percent (1%) increase to their base pay in January 2010 and January 2011. The one percent (1%) increase discussed in this section is payable only to those BUEs who are eligible to retire from federal service on the date that the increase is paid in a particular year.
- Bargaining Unit Employees who are on board the first full pay period in June 2010 and were either an FAA Academy student or a developmental controller (but not CPC-IT) on September 3, 2006, will receive a 8% increase to basic pay the first full pay period in June 2010.

**Section 9.** Bargaining unit employees in a facility whose pay level increases will have their basic pay increased by six percent (6%) for each level the facility is raised, or to the new pay band minimum, whichever is greater. Developmentals and CPC's-IT, TMC's-IT and TMS's-IT in a facility whose pay level increases will have their current developmental basic pay increased by 6% per level and subsequent developmental pay sets will be recalculated to correspond with the new pay level. An employee already within his/her pay band shall receive the increases as stated above, however they may not exceed the maximum of their new pay band. Employees that are already above the new ATSP pay band maximum prior to the upgrade shall not receive an increase.

**Section 10.** Bargaining unit employees whose pay level decreases shall be granted pay retention in accordance with this agreement.

- Pay Retention: Employees, whose basic rate of pay exceeds the CPC band maximum, shall receive 50% of all annual increases, as an adjustment to basic pay, and 50% will be paid in lump sum. Locality Pay shall always be an adjustment to basic pay.
- Facility Level Retention: shall apply for two years commencing on the effective date of the facility level decrease. Employees assigned to the facility on the effective date of the level decrease shall retain the previous higher-level CPC pay band. Transfers and new hires assigned to the new lower level facility after the effective date shall be paid in accordance with the new applicable CPC and developmental pay band.

**Section 11.** The Parties agree to meet within sixty (60) days of the effective date of this agreement to discuss the process for future ATC Level changes.

**Section 12.** Controller Incentive Pay (CIP)

Within 60 days of effective date of the CBA, the Parties will meet to determine how the CIP pool, fixed at \$30,000,000 annually, will be allocated.

In the interim, beginning the first full pay period in FY 2010, all employees assigned to facilities eligible to receive CIP will receive CIP at the facility-specific CIP rate in effect prior to September 1, 2006.

- All Bargaining Unit Employees assigned to ACK, ASE, C90, FAI, and GCN will receive CIP at the 8% level.
- Employees are not entitled to any retroactive CIP payments.

The total amount of funds available to pay CIP to all employees in fiscal years 2010 and beyond shall be fixed at \$30,000,000.

**Section 14.** Promotions/Demotions.

A. A Promotion is defined as:

1. Movement from Academy completion into the first developmental stage.
2. Movement from the final developmental stage into the CPC position.
3. Movement from the CPC position to a MSS-2 or higher position.

Note: On movement from a MSS-1 to CPC within the same facility, pay remains unchanged.

Note - movement by a CPC to a higher level ATC facility is not considered a promotion but rather a transfer.

B. A Temporary Promotion is defined as movement from a CPC to MSS-2 or higher position for a temporary period of time. Consistent with its temporary nature, following the conclusion of a temporary promotion, the BUE's preexisting basic pay and Union determined seniority (A83) will be reinstated as though the employee had never left the bargaining unit position previously assigned without accruing seniority for the duration of the temporary promotion. Pay during a temporary promotion has no influence on permanent pay when returned to position of record, regardless of the duration of the temporary promotion.

C. A Demotion (not applicable within/from CPC career level) is defined as movement from a MSS-2 position or higher into an CPC position.

Note - movement to a lower level ATC facility is not considered a demotion but rather a transfer.

D. Voluntary/Involuntary Demotion: When a non-bargaining unit employee is demoted to a CPC position, basic pay is set in the new pay band as if the employee never left their bargaining unit position.

Note - demotions are not applicable within or from the CPC career level.

Note - movement by a CPC to a lower level ATC facility is not considered a demotion but rather a transfer.

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Complexity Formula for Pay Setting

# Air Traffic Control

*Complexity Formula for  
Terminal and En Route  
Pay Setting by Facility*



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*June 2009*

# ***TABLE OF CONTENTS***

STATEMENT OF COVERAGE.....	1
FUTURE ADJUSTMENTS TO THE EVALUATION CRITERIA.....	1
APPLICATION OF COMPLEXITY FORMULA ON PAY SETTING.....	1
<b>PART I - TERMINAL FACILITIES.....</b>	<b>1</b>
CATEGORIES OF AIR TRAFFIC CONTROL TERMINALS.....	1
TOWER WITHOUT RADAR.....	2
COMBINATION NON-RADAR APPROACH CONTROL AND TOWER WITHOUT RADAR.....	2
TOWER WITH RADAR.....	2
COMBINATION RADAR APPROACH CONTROL AND TOWER WITH RADAR.....	2
TERMINAL RADAR APPROACH CONTROL (TRACON).....	2
COMBINED TRACON FACILITY.....	2
THE INFLUENCE OF ENVIRONMENTAL AND OPERATIONAL COMPLEXITY FACTORS.....	2
THE INFLUENCE OF TRAFFIC CONGESTION ON COMPLEXITY.....	3
COMPLEXITY FORMULA.....	3
SUSTAINED TRAFFIC INDEX.....	3
FLIGHT OPERATIONS COUNTED.....	4
WEIGHTING AND MODIFYING THE TRAFFIC COUNT TO REFLECT COMPLEXITY.....	4
TOWER WITHOUT RADAR.....	4
COMBINATION NON RADAR APPROACH CONTROL TERMINAL AND TOWER WITHOUT RADAR.....	8
TOWER WITHOUT RADAR.....	8
NON RADAR APPROACH CONTROL.....	8
COMBINED COUNT.....	12
TOWER WITH RADAR.....	12
COMBINATION RADAR APPROACH CONTROL TERMINAL AND TOWER WITH RADAR.....	15
TOWER WITH RADAR.....	15
TERMINAL RADAR APPROACH CONTROL (TRACON).....	16
COMBINED COUNT.....	19
TERMINAL RADAR APPROACH CONTROL (TRACON).....	20
COMBINED TRACON FACILITY.....	20
<b>PART II - AIR ROUTE TRAFFIC CONTROL CENTERS (ARTCC) FACILITIES.....</b>	<b>24</b>

INFLUENCE OF ENVIRONMENTAL AND OPERATIONAL COMPLEXITY FACTORS.....	24
COMPLEXITY FORMULA .....	24
SUSTAINED TRAFFIC INDEX .....	24
FLIGHT OPERATIONS COUNTED.....	25
WEIGHTING AND MODIFYING TRAFFIC COUNT TO REFLECT COMPLEXITY.....	25
<b>PART III - COMBINED CONTROL FACILITY.....</b>	<b>29</b>
INFLUENCE OF ENVIRONMENTAL AND OPERATIONAL COMPLEXITY FACTORS.....	29
COMPLEXITY FORMULA .....	30
SUSTAINED TRAFFIC INDEX .....	30
FLIGHT OPERATIONS COUNTED.....	30
WEIGHTING AND MODIFYING TRAFFIC COUNT TO REFLECT COMPLEXITY.....	31
TOWER OPERATIONS .....	31
NON RADAR APPROACH CONTROL OPERATIONS .....	31
TERMINAL RADAR APPROACH CONTROL OPERATIONS.....	31
CENTER OPERATIONS.....	31
COMBINING OPERATIONS .....	34
ADMINISTRATION OF THE STANDARD.....	35
MINIMIZING UNWARRANTED GRADE LEVEL FLUCTUATIONS .....	35
RAISING FACILITY PAY SETTING COMPLEXITY LEVELS .....	35
LOWERING FACILITY PAY SETTING COMPLEXITY LEVELS.....	35
APPEAL PROCESS.....	37
GLOSSARY .....	39
APPENDIX 1 - COMPLEXITY BREAKPOINTS FOR PAY SETTING.....	44

# Terminal and En Route

## STATEMENT OF COVERAGE

This pay setting standard is limited to the employees covered by the collective bargaining agreement between NATCA and the FAA for Air Traffic Control Specialists (ATCs), Traffic Management Coordinators/Specialists (TMC/Ss), and NOTAM Specialists (NOTAMs).

*Note: When terminal and en route air traffic control specialists are temporarily assigned to uncovered positions, their position of record remains covered by this complexity formula for pay setting standard.*

## FUTURE ADJUSTMENTS TO THE EVALUATION CRITERIA

Because of the many variables which may affect the difficulty and complexity of air traffic control work (such as future technological changes, changes in the aviation industry and modification or extension of air traffic control services), it may be necessary to periodically adjust the air traffic density and complexity measures for different categories of facilities.

While there is currently a linkage of the conceptual descriptions of the various facility pay setting levels with their associated index ranges, this linkage is not expected to last indefinitely. The continued validity of this linkage will be regularly assessed by NATCA and FAA. The Parties will negotiate changes to the complexity formula and/or facility pay levels resulting from data source changes used in determining facility traffic count indices and facility pay levels. No changes to facility pay levels due to data source changes will be implemented until negotiations have been completed.

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## APPLICATION OF COMPLEXITY FORMULA FOR PAY SETTING

The complexity formula for pay setting applies to each facility as a whole.

Facility complexity-formula-based pay levels (breakpoints) are provided in Appendix 1. Employee's pay is set in accordance with Article 108 of the Parties' Collective Bargaining Agreement and the pay level of the facility to which the employee is assigned.

## PART I - TERMINAL FACILITIES

### CATEGORIES OF AIR TRAFFIC CONTROL TERMINALS

There are six categories of ATC terminals that have been classified by the FAA. They have been identified by the control services provided. Any changes to these classifications require appropriate negotiations in accordance with the parties' collective bargaining agreement:

1. TOWER WITHOUT RADAR.

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2. COMBINATION NON-RADAR APPROACH CONTROL AND TOWER WITHOUT RADAR.

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3. TOWER WITH RADAR.

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4. COMBINATION RADAR APPROACH CONTROL AND TOWER WITH RADAR.:

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5. TERMINAL RADAR APPROACH CONTROL (TRACON).

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6. COMBINED TRACON FACILITY.

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**THE INFLUENCE OF ENVIRONMENTAL AND OPERATIONAL COMPLEXITY FACTORS**

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These factors are:

- The varying mix in speed and performance characteristics of aircraft using the airport or transiting airspace under the control of the terminal;
- The airport configuration in terms of runway and taxiway layout, lengths and capacities;
- Provision of control services for secondary airports;
- Proximity of other airports;
- Class of airspace;
- Weather observation responsibilities;
- Terrain;
- Interaction with foreign countries; and
- Military operations.

The influence on the level of difficulty for pay setting varies depending on the kind of complexity, the category of terminal, and the level of stress associated with the control work at that terminal. Because many of these factors are static in nature and only become dynamic as air traffic congestion increases, they are considered in relation to varying levels of air traffic congestion. For example, the most complex runway configuration poses few or no problems to controllers at terminals with very light air traffic. However, it has a significant impact on the overall complexity of a controller's position at higher levels of air traffic congestion. The difference in air traffic congestion and other complexity factors is recognized in the complexity criteria discussed in the section titled "Weighting and Modifying the Traffic Count to Reflect Complexity."

## THE INFLUENCE OF TRAFFIC CONGESTION ON COMPLEXITY

It is the level of sustained congestion of air traffic that is significant, rather than the total annual volume of air traffic handled by a terminal. For example, aircraft which are permitted to practice touch-and-go or stop-and-go landings during periods of very light air traffic may contribute significantly to the annual volume of operations handled by a terminal. Usually such operations performed under these conditions have little influence on the overall difficulty and complexity of the control environment.

Therefore, it is not the total annual volume of control operations that primarily influences the level of complexity of terminal positions. It is the level of congestion of air traffic which controllers must handle on a sustained basis that has the most significant influence on the complexity of these positions.

The specific methods used to measure level of air traffic congestion at the various terminals are described in detail in the section titled "Sustained Traffic Index."

### COMPLEXITY FORMULA

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### SUSTAINED TRAFFIC INDEX

Most terminals experience their busiest air traffic during the day and evening hours with operations declining sharply during the very late evening and early morning hours. Operations at individual terminals also vary from day-to-day and during different seasons of the year. For example, a tower without radar generally experiences its busiest air traffic during weekends in the summer, and its lightest air traffic on weekdays and during the winter months.

The formula below addresses these daily and seasonal variances in air traffic by putting them in proper perspective in developing the sustained traffic index. It measures the busiest air traffic periods while also recognizing the influence of sustained levels of air traffic on the terminal facility.

The segment of the work year measured is the busiest 1,830 hours and the next busiest 1,830 hours in terms of total aircraft handled in a consecutive 365 day period. The use of 1,830 hours is based on the realization that at most facilities the greatest concentrations of air traffic occur during 10 hours, rather than 12 hours, 16 hours, or the full period a facility is open over a 24-hour day. Half the days in a year (183) are multiplied by the 10 hours to derive 1,830 hours.

In those facilities where there is very little decline in air traffic levels between the busiest 1,830 hours and the second busiest 1,830 hours, the count is adjusted to reflect the sustained level of air traffic. In those facilities where there is a substantial difference between the peak and the next level of air traffic (i.e. the second busiest 1,830 hours) the count is adjusted to reflect that the high level of air traffic is not sustained.

The formula for measuring the facility's sustained traffic index ( $D_t$ ) is:

$$D_t = 1 + (C_{av2} / C_{av1})$$

The formula for deriving the facility's Traffic Count Index is:

$$D_t \times W_{av1} = \text{Traffic Count Index}$$

where:

*C<sub>av1</sub>* is the average unweighted hourly count for the busiest 1,830 hours

*C<sub>av2</sub>* is the average unweighted hourly count for the second busiest 1,830 hours

*W<sub>av1</sub>* is the modified average weighted hourly count for the busiest 1,830 hours.

## FLIGHT OPERATIONS COUNTED

All types of flight operations at terminals are counted in computing the average weighted hourly count. All VFR and IFR aircraft arriving or departing an airport are counted, including low approaches, stop-and-go or touch-and-go operations, practice instrument approaches, and missed approaches. All overflights which transit the terminal's airspace, VFR advisories, and other required special VFR (SVFR) services are counted.

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## WEIGHTING AND MODIFYING THE TRAFFIC COUNT TO REFLECT COMPLEXITY

As pointed out earlier, varying weights are assigned to different flight operations to recognize the difference in the complexity of the facilities related to the different operations, and the weighted air traffic count is further modified to recognize other factors which significantly influence the level of complexity of the facility.

### I. TOWER WITHOUT RADAR

For each average hour of operation (i.e., the 1830 busiest hours divided by 1830):

- A. Each IFR/SVFR arrival, departure or VFR practice instrument approach count is given a weight of 1.50.
- B. Each VFR itinerant or local arrival or departure count is given a weight of 1.00.
- C. The hourly counts for (A) and (B) are added together to obtain the combined arrival and departure count at the primary airport.

- D. This combined itinerant and local hourly operations count is then multiplied by a runway factor:
1. 1.15 if the airport has crossing runways.
  2. 1.10 if the airport has converging runways.
  3. 1.05 if the airport has a single runway, including parallel runways that are separated by 2500 feet or less.
  4. 1.00 if the airport has parallel runways.

*(Note: If two or more configurations exist at one airport, the highest multiplier shall be used; if a runway is not in a commissioned status as defined in the Airport / Facilities Directory it should not be considered in determining runway configuration.)*

- E. Each IFR/SVFR overflight count is given a weight of 1.25.
- F. Each VFR overflight count is given a weight of 1.00.
- G. The hourly counts for (D), (E) and (F) are added together to obtain the average weighted hourly count.
- H. For each day, and the prior 364 days (i.e., use a 365 day count), calculate the percent that military air traffic comprises of total air traffic. Divide that percent figure by four, and then multiply by the average weighted hourly count derived in (G). This will yield the military add-on count. (Example: The military air traffic count equals 20% of the total air traffic count; (G) = 100). The formula is:

$$(.2 / 4 = .05 \times 100 = 5)$$

*Note: Until appropriate automation capabilities are established, the military mix calculations will be based on the most recent yearly APO/OPSNET data available.* I. For each day, and the prior 364 days (i.e., use a 365 day count) calculate:

1. The percent of total air traffic that is:
  - ( a ) air carrier and military traffic combined
  - ( b ) general aviation traffic
  - ( c ) air taxi traffic
2. *Note: Until appropriate automation capabilities are established, the aircraft mix calculations will be based on the most recent yearly APO/OPSNET data available.* Determine which of the two, i.e., air carrier and military traffic combined or general aviation traffic, constitutes a lower percentage of the total air traffic.

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3. Add the air taxi traffic to the lower of the two, i.e. air carrier and military traffic combined or general aviation traffic.
4. After adding the air taxi traffic to either the air carrier and military traffic combined or general aviation traffic, calculate the percent traffic mix of the two categories of air traffic (i.e., the one including air taxi and the one excluding air taxi).
5. Take the lower percentage of the two figures derived in (4) above and divide it by four, then multiply by the average weighted hourly count derived in (G). This will yield the traffic mix add-on count.

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Example:

1. air carrier and military traffic combined = 58%
2. general aviation traffic = 32%
3. air taxi traffic = 10%
4. a) general aviation (32%) + air taxi (10%) = 42%  
b) air carrier + military = 58%
5. The lower of the two percentages (4a or 4b) = 42%
6. Average weighted hourly count (G) = 100
7.  $.42 / 4 = .105 \times 100 = 10.5$

J. Each facility:

1. If Class B airspace = 25%; if Class C airspace = 10%; if Class D airspace = 0%.  
*(Note: If two or more classes of airspace exist, the highest multiplier shall be used.)*
2. If it has ASOS = .5%
3. If it has LAWRS = 1%
4. If it has terrain within its airspace that is 4000 feet or greater above its primary airport field elevation = 5%
5. a) If it has adjacent airspace to and interacts with one (1) foreign country = 1%  
b) If it has adjacent airspace to and interacts with two (2) foreign

countries = 2%

c) If it has adjacent airspace to and interacts with three (3) or more foreign countries = 4.5%.

6. If it has 300,000 total facility operations or more and is 10 miles or less from other airports with 300,000 total facility operations or more, for each such airport = 2.5%.

Add all applicable percentages in (J) 1 through 6 and then multiply that total percentage by the average weighted hourly count derived in (G). This will yield the facility profile add-on count.

Example:

1. Class D airspace = 0%
2. ASOS = .5%
3. LAWRS = 1%
4. Terrain = 5%
5. Foreign country (2) = 2%
6. Airport proximity = 0%
7. Total = 8.5%
8. Average weighted hourly count (G) = 100
9.  $.085 \times 100 = 8.5$

- K. Add the military add-on count derived in (H) above, the mix of traffic add-on count derived in (I) above and the facility profile add-on count derived in (J) above to the average weighted hourly count derived in (G) to yield the modified average weighted hourly count.

Example:

1. Average weighted hourly count (G) = 100;
2. Military add-on count (H) = 5;
3. Mix of traffic count (I) = 10.5;
4. Facility profile count (J) = 8.5

Modified average weighted hourly count (K) =  $5 + 10.5 + 8.5 + 100 = 124$

- L. Calculate the traffic count index as described earlier under the section titled "Sustained Traffic Index."

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The level of difficulty and complexity of the Tower Without Radar is determined by the traffic count index described earlier.

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## II. COMBINATION NON RADAR APPROACH CONTROL TERMINAL AND TOWER WITHOUT RADAR

Because this is a combined facility, the operations measured cover both those of the tower and of the approach control.

### IIa. TOWER WITHOUT RADAR

Apply the same weights and calculations as shown for tower without radar in section I, above.

### IIb. NON RADAR APPROACH CONTROL

For each average hour of operation (i.e., the 1830 busiest hours divided by 1830):

- A. Each IFR/SVFR arrival, departure, or VFR practice instrument approach count at the primary airport is given a weight of 1.50.
- B. Each VFR arrival or departure count at the primary airport is given a weight of 1.00
- C. The hourly counts for (A) and (B) are added together to obtain the combined arrival and departure count at the primary airport.
- D. This combined arrival and departure hourly count at the primary airport is then multiplied by a runway factor:
  1. 1.15 if the airport has crossing runways.
  2. 1.10 if the airport has converging runways.
  3. 1.05 if the airport has a single runway, including parallel runways that are separated by 2500 feet or less.
  4. 1.00 If the airport has parallel runways.

*(Note: If two or more configurations exist at one airport, the highest multiplier shall be used; if a runway is not in a commissioned status as defined in the Airport / Facilities Directory it should not be considered in determining runway configuration.)*

- E. Each IFR/SVFR arrival, departure, or VFR practice instrument approach count at secondary airports 15 miles or less from the primary airport is given a weight of 1.50.

- F. Each IFR/SVFR arrival, departure, or VFR practice instrument approach count at secondary airports more than 15 miles from the primary airport is given a weight of 1.25.
- G. Each VFR arrival or departure count at secondary airports is given a weight of 1.00.
- H. Each IFR/SVFR overflight count is given a weight of 1.25.
- I. Each VFR overflight/advisory count is given a weight of 1.00.
- J. The hourly counts for all operations (D) through (I) are added together to obtain the average weighted hourly count.
- K. For each day, and the prior 364 days (i.e., use a 365 day count), calculate the percent that military air traffic comprises of total air traffic. Divide that percent figure by four, and then multiply by the average weighted hourly count derived in (J). This will yield the military add-on count. (Example: The military air traffic count equals 20% of the total air traffic count; the average weighted hourly count (J) = 100). The formula is:

$$(.2 / 4 = .05 \times 100 = 5)$$

*Note: Until appropriate automation capabilities are established, the military mix calculations will be based on the most recent yearly APO/OPSNET data available.*

- L. For each day, and the prior 364 days (i.e., use a 365 day count) calculate:
  - 1. The percent of total traffic that is:
    - ( a ) air carrier and military traffic combined
    - ( b ) general aviation traffic
    - ( c ) air taxi traffic

*Note: Until appropriate automation capabilities are established, the aircraft mix calculations will be based on the most recent yearly APO/OPSNET data available.*

- 2. Determine which of the two, i.e., air carrier and military traffic combined or general aviation traffic, constitutes a lower percentage of the total traffic.
- 3. Add the air taxi traffic to the lower of the two, i.e., air carrier and military traffic combined or general aviation traffic.
- 4. After adding the air taxi traffic to either the air carrier and military traffic combined or general aviation traffic, calculate the percent traffic mix of the two categories of air traffic (i.e., the one including air taxi and the one

excluding air taxi).

5. Take the lower percentage of the two figures derived in (4) above and divide it by four, then multiply by the average weighted hourly count derived in (J). This will yield the traffic mix add-on count.

Example:

1. air carrier and military combined traffic = 58%
2. general aviation traffic = 32%
3. air taxi traffic = 10%
4. a) general aviation (32%) + air taxi (10%) = 42%  
b) air carrier + military = 58%
5. the lower of the two percentages (4a or 4b) = 42%
6. average weighted hourly count (J) = 100
7.  $.42 / 4 = .105 \times 100 = 10.5$

M.

Each facility:

1. If Class B airspace = 25%; if Class C/TRSA/ARSA airspace = 10%; if Class D airspace = 0%.

*(Note: If two or more classes of airspace exist, the highest multiplier shall be used.)*

2. If it has terrain within its airspace that is 4000 feet or greater above its primary airport field elevation = 5%

3. a) If it has adjacent airspace to and interacts with one (1) foreign country = 1%
- b) If it has adjacent airspace to and interacts with two (2) foreign countries = 2%
- c) If it has adjacent airspace to and interacts with three (3) or more foreign countries = 4.5%

Add all applicable percentages in (M) 1 through 3 and then multiply that total percentage by the average weighted hourly count derived in (J). This will yield the facility profile add-on count.

Example:

1. Class D airspace = 0%
2. Terrain = 5%
3. Foreign country (2) = 2%
4. Total = 7%
5. Average weighted hourly count (J) = 100
6.  $.07 \times 100 = 7$

- N. Add the military add-on count derived in (K) above, the mix of traffic add-on count derived in (L) above and the facility profile add-on count derived in (M) above to the average weighted hourly count derived in (J) to yield the modified average weighted hourly count (N).

Example:

1. Average weighted hourly count (J) = 100
2. Military add-on count (K) = 5
3. Mix of traffic count (L) = 10.5
4. Facility profile count (M) = 7

Modified average weighted hourly count (N) =  $5 + 10.5 + 7 + 100 = 122.5$

- O. Calculate the traffic count index as described earlier under the section titled "Sustained Traffic Index".

## IIc. COMBINED COUNT

Add the tower without radar's traffic count index to the non radar approach control's traffic count index to obtain a combined traffic count index.

The level of difficulty and complexity of the Combination Non-Radar Approach Control and Tower Without Radar respective work situations is determined by the traffic count index described earlier.

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## III. TOWER WITH RADAR

For each average hour of operation (i.e., the 1830 busiest hours divided by 1830):

- A. Each IFR/SVFR arrival, departure, or VFR practice instrument approach count is given a weight of 1.50.
- B. Each VFR itinerant or local arrival or departure count is given a weight of 1.00.
- C. The hourly counts for (A) and (B) are added together to obtain the combined arrival and departure count at the primary airport.
- D. This combined itinerant and local hourly count is then multiplied by a runway factor:
  - 1. 1.15 if the airport has crossing runways.
  - 2. 1.10 if the airport has converging runways.
  - 3. 1.05 if the airport has a single runway, including parallel runways that are separated by 2500 feet or less.
  - 4. 1.00 if the airport has parallel runways.

*(Note: If two or more configurations exist at one airport, the highest multiplier shall be used; if a runway is not in a commissioned status as defined in the Airport / Facilities Directory it should not be considered in determining runway configuration.)*

- E. Each IFR/SVFR overflight count is given a weight of 1.25.
- F. Each VFR overflight count is given a weight of 1.00.
- G. The hourly counts for (D), (E) and (F) are added together to obtain the average weighted hourly count.
- H. For each day, and the prior 364 days (i.e., use a 365 day count), calculate the percent that military air traffic comprises of total air traffic. Divide that percent figure by four, and then multiply by the average weighted hourly count derived in

(G). This will yield the military add-on count. (Example: The military traffic count equals 20% of the total traffic count; the average weighted hourly count (G) = 100). The formula is:

$$(.2 / 4 = .05 \times 100 = 5)$$

*Note: Until appropriate automation capabilities are established, the military mix calculations will be based on the most recent yearly APO/OPSNET data available.*

I. For each day and the prior 364 days (i.e., use a 365 day count) calculate:

1. The percent of total traffic that is:

( a ) air carrier and military traffic combined

( b ) general aviation traffic

( c ) air taxi traffic

*Note: Until appropriate automation capabilities are established, the aircraft mix calculations will be based on the most recent yearly APO/OPSNET data available.*

2. Determine which of the two, i.e., air carrier and military traffic combined or general aviation traffic, constitutes a lower percentage of the total traffic.

3. Add the air taxi traffic to the lower of the two, i.e., air carrier and military traffic combined or general aviation traffic.

4. After adding the air taxi traffic to either the air carrier and military traffic combined or general aviation traffic, calculate the percent traffic mix of the two categories of air traffic (i.e., the one including air taxi and the one excluding air taxi).

5. Take the lower percentage of the two figures derived in (4) above and divide it by four, then multiply by the average weighted hourly count derived in (G). This will yield the traffic mix add-on count.

Example:

1. air carrier and military traffic combined = 58%

2. general aviation traffic = 32%

3. air taxi traffic = 10%

4. a) general aviation (32%) + air taxi (10%) =  
42%

b) air carrier + military = 58%

5. The lower of the two percentages (4a or 4b) = 42%

6. Average weighted hourly count (G) = 100

7.  $.42 / 4 = .105 \times 100 = 10.5$

J. Each facility:

1. If Class B airspace = 25%; if Class C/TRSA/ARSA airspace = 10%; if Class D airspace = 0%.

*(Note: If two or more classes of airspace exist, the highest multiplier shall be used.)*

2. If it has ASOS = .5%

3. If it has LAWRS = 1%

4. If it has terrain within its airspace that is 4000 feet or greater above its primary airport field elevation = 5%;

5. a) If it has adjacent airspace to and interacts with one (1) foreign country = 1%;

b) If it has adjacent airspace to and interacts with two (2) foreign countries = 2%;

c) If it has adjacent airspace to and interacts with three (3) or more foreign countries = 4.5%;

6. If it has 300,000 total facility operations or more and is within 10 miles of other airports with 300,000 total facility operations or more, for each such airport = 2.5%.

Add all applicable percentages in (J) 1 through 6 and then multiply that total percentage by the average weighted hourly count derived in (G). This will yield the facility profile add-on count.

Example:

1. Class B airspace = 25%

2. ASOS = .5%

3. LAWRS = 1%

4. Terrain = 0%
5. Foreign country = 0%
6. Airport proximity (I) = 2.5%
7. Total = 29%
8. Average weighted hourly count (G) = 100
9.  $.29 \times 100 = 29$

K. Add the military add-on count derived in (H) above, the mix of traffic add-on count derived in (I) above and the facility profile add-on count derived in (J) above to the average weighted hourly count derived in (G) to yield the modified average weighted hourly count.

Example:

1. Average weighted hourly count (G) = 100;
2. Military add-on count (H) = 5
3. Mix of traffic count (I) = 10.5
4. Facility profile count (J) = 29

Modified average weighted hourly count (K) =  $5 + 10.5 + 29 + 100 = 144.5$

L. Calculate the traffic count index as described earlier under the section titled "Sustained Traffic Index."

The level of difficulty and complexity of the Towers With Radar is determined by the traffic count index described earlier.

#### **IV. COMBINATION RADAR APPROACH CONTROL TERMINAL AND TOWER WITH RADAR**

Because this is a combined facility, the operations measured cover both those of the tower and of the approach control.

##### **IVa. TOWER WITH RADAR**

Apply the same weights and calculations as shown for tower with radar in section III, above.

##### **IVb. TERMINAL RADAR APPROACH CONTROL (TRACON)**

For each average hour of operation (i.e., the 1830 busiest hours divided by 1830):

- A. Each IFR/SVFR arrival, departure, or VFR practice instrument approach count at the primary airport is given a weight of 1.50.
- B. Each VFR arrival or departure count at the primary airport is given a weight of 1.00
- C. The hourly counts for (A) and (B) are added together to obtain the combined arrival and departure count at the primary airport.
- D. This combined arrival and departure hourly count at the primary airport is then multiplied by a runway factor:
  - 1. 1.15 if the airport has crossing runways.
  - 2. 1.10 if the airport has converging runways.
  - 3. 1.05 if the airport has a single runway, including parallel runways that are separated by 2500 feet or less.
  - 4. 1.00 if the airport has parallel runways.

*(Note: If two or more configurations exist at one airport, the highest multiplier shall be used; if a runway is not in a commissioned status as defined in the Airport / Facilities Directory it should not be considered in determining runway configuration.)*

- E. Each IFR/SVFR arrival, departure, or VFR practice instrument approach count at secondary airports 15 miles or less from the primary airport is given a weight of 1.50.
- F. Each IFR/SVFR arrival, departure, or VFR practice instrument approach count at secondary airports more than 15 miles from the primary airport is given a weight of 1.25.
- G. Each VFR arrival or departure count at secondary airports is given a weight of 1.00.
- H. Each IFR/SVFR overflight count is given a weight of 1.25.
- I. Each VFR overflight count is given a weight of 1.00.
- J. The hourly counts for all operations (D) through (I) are added together to obtain the average weighted hourly count.
- K. For each day and the prior 364 days (i.e., use a 365 day count), calculate the percent that military air traffic comprises of total air traffic. Divide that percent figure by four, and then multiply by the average weighted hourly count derived in

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(J). This will yield the military add-on count (K). (Example: The military traffic count equals 20% of the total traffic count; the average weighted hourly count (J) = 100). The formula is:

$$(.2 / 4 = .05 \times 100 = 5)$$

*Note: Until appropriate automation capabilities are established, the military mix calculations will be based on the most recent yearly APO/OPSNET data available.*

L. For each day and the prior 364 days (i.e., use a 365 day count) calculate:

1. The percent of total TRACON traffic that is:

- (a) air carrier and military traffic combined
- (b) general aviation traffic
- (c) air taxi traffic

*Note: Until appropriate automation capabilities are established, the aircraft mix calculations will be based on the most recent yearly APO/OPSNET data available.*

2. Determine which of the two, i.e., air carrier and military traffic combined or general aviation traffic, constitutes a lower percentage of the total traffic.

3. Add the air taxi traffic to the lower of the two, i.e., air carrier and military traffic combined or general aviation traffic.

4. After adding the air taxi traffic to either the air carrier and military traffic combined or general aviation traffic, calculate the percent traffic mix of the two categories of traffic (i.e., the one including air taxi and the one excluding air taxi).

5. Take the lower percentage of the two figures derived in (4) above and divide it by four, then multiply by the average weighted hourly count derived in (J). This will yield the traffic mix add-on count.

Example:

- 1. air carrier and military traffic combined = 58%
- 2. general aviation traffic = 32%
- 3. air taxi traffic = 10%

4. a) general aviation (32%) + air taxi (10%) = 42%  
     b) air carrier + military = 58%
5. The lower of the two percentages (4a or 4b) = 42%
6. Average weighted hourly count (J) = 100
7.  $.42 / 4 = .105 \times 100 = 10.5$

M. Each facility:

1. If Class B airspace = 25%; if Class C/TRSA/ARSA airspace = 10%; if Class D airspace = 0%.

*(Note: If two or more classes of airspace exist, the highest multiplier shall be used.)*

2. If it has terrain within its airspace that is 4000 feet or greater above its primary airport field elevation = 5%
3. a) If it has adjacent airspace to and interacts with one (1) foreign country = 1%  
     b) If it has adjacent airspace to and interacts with two (2) foreign countries = 2%  
     c) If it has adjacent airspace to and interacts with three (3) or more foreign countries = 4.5%

Add all applicable percentages in (M) 1 through 3 and then multiply that total percentage by the average weighted hourly count derived in (J). This will yield the facility profile add-on count.

Example:

1. Class B airspace = 25%
2. Terrain = 0%
3. Foreign country = 0%
4. Total = 25%
5. Average weighted hourly count (J) = 100
6.  $.25 \times 100 = 25$

- N. For each day and the prior 364 days (i.e., use a 365 day count) calculate the

percent that separate a non-radar sector (i.e. area) traffic comprises of total air traffic. Divide that percent figure by four, and then multiply by the average weighted hourly count derived in (J) to yield the non radar count.

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Example:

1. Percent non-radar sector traffic is of total traffic = 8%
2. Average weighted hourly count (J) = 100
3.  $100 \times .08 = 8$
4.  $8 / 4 = 2$

- O. Add the military add-on count derived in (K) above, the mix of traffic add-on count derived in (L) above, the facility profile add-on count derived in (M) above and the non radar add-on derived in (N) above to the average weighted hourly count derived in (J) to yield the modified average weighted hourly count (O).

Example:

1. Average weighted hourly count (J) = 100
2. Military add-on count (K) = 5
3. Mix of traffic count (L) = 10.5
4. Facility profile count (M) = 25
5. Non-radar add-on count (N) = 2

Modified average weighted hourly count (O) =  $5 + 10.5 + 25 + 2 + 100 = 142.5$

- P. Calculate the traffic count index as described earlier under the section titled "Sustained Traffic Index."

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#### IVc. COMBINED COUNT

Add the tower with radar traffic count index to the radar approach control terminal traffic count index to obtain a combined count index.

The level of difficulty and complexity of the Combination Radar Approach Control Terminal and Tower with Radar is determined by the traffic count index described earlier.

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#### V. TERMINAL RADAR APPROACH CONTROL (TRACON)

Apply the same weights and calculations as shown for radar approach control terminal in section IVb. above.

The level of difficulty and complexity of the combination radar approach control terminal and tower with radar is determined by the traffic count index described earlier.

## VI. COMBINED TRACON FACILITY

For each average hour of operation (i.e., the 1830 busiest hours divided by 1830):

- A. Each IFR/SVFR arrival, departure, or VFR practice instrument approach count at a large hub airport:
  - 1. 15 miles or less from another large hub airport is given a weight of 2.25
  - 2. More than 15 miles from all other large hub airports is given a weight of 1.75
- B. Each IFR/SVFR arrival, departure, or VFR practice instrument approach count at secondary airports 15 miles or less from any large hub airport is given a weight of 1.50.
- C. Each IFR/SVFR arrival, departure or VFR practice instrument approach count at secondary airports more than 15 miles from all large hub airports is given a weight of 1.25.
- D. Each VFR arrival or departure count:
  - 1. At a large hub airport or any airport 15 miles or less from any large hub airport is given a weight of 1.25.
  - 2. At any airport more than 15 miles from all large hub airports is given a weight of 1.00.
- E. Each IFR/SVFR overflight count is given a weight of 1.25.
- F. Each VFR overflight count is given a weight of 1.00.
- G. The hourly counts for all operations (A) through (F) are added together to obtain the average weighted hourly count.
- H. For each day and the prior 364 days (i.e., use a 365 day count), calculate the percent that military air traffic comprises of total air traffic. Divide that percent figure by four, and then multiply by the average weighted hourly count derived in (G). This will yield the military add-on count. (Example: The military traffic count equals 20% of the total traffic count; the average weighted hourly count (G) = 100). The formula is:

$$(.2 / 4 = .05 \times 100 = 5)$$

*Note: Until appropriate automation capabilities are established, the military mix*

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*calculations will be based on the most recent yearly APO/OPSNET data available.*

I. For each day and the prior 364 days (i.e., use a 365 day count) calculate:

1. The percent of total combined TRACON traffic that is:

- ( a ) air carrier and military traffic combined
- ( b ) general aviation traffic
- ( c ) air taxi traffic

*Note: Until appropriate automation capabilities are established, the aircraft mix calculations will be based on the most recent yearly APO/OPSNET data available.*

- 2. Determine which of the two, i.e., air carrier and military traffic combined or general aviation traffic, constitutes a lower percentage of the total traffic.
- 3. Add the air taxi traffic to the lower of the two, i.e. air carrier and military traffic combined or general aviation traffic.
- 4. After adding the air taxi traffic to either the air carrier and military traffic combined or general aviation traffic, calculate the percent traffic mix of the two categories of traffic (i.e., the one including air taxi and the one excluding air taxi).
- 5. Take the lower percentage of the two figures derived in (4) above and divide it by four, then multiply by the average weighted hourly count derived in (G). This will yield the traffic mix add-on count.

Example:

- 1. air carrier and military traffic combined = 58%
- 2. general aviation traffic = 32%
- 3. air taxi traffic = 10%
- 4. a) general aviation (32%) + air taxi (10%) = 42%  
b) air carrier + military = 58%
- 5. The lower of the two percentages (4a or 4b) = 42%
- 6. Average weighted hourly count (G) = 100

7.  $.42 / 4 = .105 \times 100 = 10.5$

J. Each facility:

1. If Class B airspace = 25%; if Class C/TRSA/ARSA airspace = 10%; if Class D airspace = 0%.

*(Note: If two or more classes of airspace exist, the highest multiplier shall be used.)*

2. If it has terrain within its airspace that is 4000 feet or greater above its primary airport field elevation = 5%
3. a) If it has adjacent airspace to and interacts with one (1) foreign country = 1%  
b) If it has adjacent airspace to and interacts with two (2) foreign countries = 2%  
c) If it has adjacent airspace to and interacts with three (3) or more foreign countries = 4.5%

Add all applicable percentages in (J) 1 through 3 and then multiply that total percentage by the average weighted hourly count derived in (G). This will yield the facility profile add-on count.

Example:

1. Class B airspace = 25%
2. Terrain = 0%
3. Foreign country = 0%
4. Total = 25%
5. Average weighted hourly count (G) = 100
6.  $.25 \times 100 = 25$

- K. For each day and the prior 364 days (i.e., use a 365 day count) calculate the percent that a non-radar sector traffic comprises of total air traffic. Divide that percent figure by four, and then multiply by the average weighted hourly count derived in (G) to yield the non radar count.

Example:

1. Percent non-radar sector traffic is of total traffic = 8%
2. Average weighted hourly count (G) = 100
3.  $100 \times .08 = 8$
4.  $8 / 4 = 2$

L. Add the military add-on count derived in (H) above, the mix of traffic add-on count derived in (I) above, the facility profile add-on count derived in (J) above, and the non radar add-on derived in (K) above to the average weighted hourly count derived in (G) to yield the modified average weighted hourly count.

Example:

1. Average weighted hourly count (G) = 100
2. Military add-on count (H) = 5
3. Mix of traffic count (I) = 10.5
4. Facility profile count (J) = 25
5. Non radar add-on count (K) = 2

Modified average weighted hourly count (L) =  $5 + 10.5 + 25 + 2 + 100 = 142.5$

M. Calculate the traffic count index as described earlier under the section titled "Sustained Traffic Index."

The level of difficulty and complexity of the Combined TRACON is determined by the traffic count index described earlier. .

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## PART II – AIR ROUTE TRAFFIC CONTROL CENTER (ARTCC) FACILITIES

### INFLUENCE OF ENVIRONMENTAL AND OPERATIONAL COMPLEXITY FACTORS

The level of difficulty and complexity of air traffic control work in centers is further influenced

by such factors as:

- Mixtures of transitioning (aircraft climbing, and descending) and primarily level en route air traffic;
- Number of terminals and congestion of air traffic at those terminals in the center's control area and areas adjacent to the center's airspace;
- Military operations.
- The configuration and dimension of the center's control area, converging and crossing air routes, and juxtaposition to international boundaries;
- Mixture of aircraft with varying operating speeds and performance characteristics;
- Terrain features; and
- Oceanic and domestic- over-water traffic.

These factors tend to be present in different centers in various combinations and with varying degrees of intensity. All these factors, whether separately measured or not, take on increasing significance and importance with substantial increases in the congestion of air traffic.

#### COMPLEXITY FORMULA **SUSTAINED TRAFFIC INDEX**

Most ARTCCs experience their busiest air traffic during the day and evening hours with operations declining sharply during the very late evening and early morning hours. Operations at individual ARTCCs may vary slightly from day-to-day and during different seasons of the year.

The formula below addresses these daily and seasonal variances in air traffic by putting them in proper perspective in developing the sustained traffic index. It measures the busiest air traffic periods while also recognizing the influence of sustained levels of air traffic on the ARTCCs facility.

The segment of the work year measured is the busiest 1,830 hours and the next busiest 1,830 hours in terms of total aircraft handled in a consecutive 365 day period. The use of 1,830 hours is based on the realization that at most facilities the greatest concentrations of air traffic density occur during 10 hours, rather than the full 24-hour period a facility is open each day. Half the days in a year (183) are multiplied by the 10 hours to derive 1,830 hours.

In those facilities where there is very little decline in air traffic levels between the busiest 1,830 hours and the second busiest 1,830 hours, the count is adjusted to reflect the sustained level of air traffic. In those facilities where there is a substantial difference between the peak and the next level of air traffic (i.e. the second busiest 1,830 hours) the count is adjusted to reflect that the high level of air traffic is not sustained.

The formula for measuring the facility's sustained traffic index ( $D_t$ ) is:

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$$D_t = 1 + (C_{av2} / C_{av1})$$

The formula for deriving the facility's Traffic Count Index is:

$$D_t \times W_{av1} = \text{Traffic Count Index}$$

where:

$C_{av1}$  is the average unweighted hourly count for the busiest 1,830 hours

$C_{av2}$  is the average unweighted hourly count for the second busiest 1,830 hours

$W_{av1}$  is the modified average weighted hourly count for the busiest 1,830 hours.

#### **FLIGHT OPERATIONS COUNTED**

All types of flight operations that occur in center airspace and are handled by center controllers are counted in computing the average weighted hourly count. This includes all IFR arrivals and departures within the center's airspace, overflights, transitional overflights, oceanic and other over water traffic, practice instrument approaches, and VFR advisories. *Note: Aircraft counts are determined through automation capabilities in the NAS computer system and additional automated calculation tools and are the best practical method of determining those counts considering operational workload impacts.*

#### **WEIGHTING AND MODIFYING THE TRAFFIC COUNT TO REFLECT COMPLEXITY**

As described earlier, varying weights are assigned to different flight operations to recognize the differences in the complexity of the facilities. The weighted air traffic count is further modified to recognize other factors that significantly influence the level of complexity of the facility.

For each average hour of operation (i.e., the 1830 busiest hours divided by 1830):

- A. Each IFR/SVFR departure transferred from approach control is given a weight of 1.50.
- B. Each IFR/SVFR departure (including IFR airfiles) and IFR/SVFR aircraft receiving ATC services upon leaving Special Use Airspace is given a weight of 2.0.
- C. Each IFR/SVFR arrival transferred to an approach control is given a weight of 1.50.
- D. Each IFR/SVFR arrival (including IFR cancellations) and IFR/SVFR aircraft terminating center ATC services upon entry into Special Use Airspace is given a weight of 2.0.
- E. Each transitional IFR/SVFR overflight (aircraft that exit center airspace at an altitude 4000 feet or more different from the aircraft altitude entering the

center area) is given a weight of 1.50.

- F. Each overflight (non-transitional) is given a weight of 1.00.
- G. Each VFR advisory is given a weight of 0.50.
- H. For each hour of operation the hourly counts for (A) through (G) are added together to obtain the average weighted hourly count.
- I. For each day, and the prior 364 days (i.e., use a 365 day count), calculate the percent that military air traffic comprises of total air traffic. Divide that percent figure by four, and then multiply by the average weighted hourly count derived in (H). This will yield the military add-on count. (Example: The military traffic count equals 20% of the total traffic count; the average weighted hourly count (H) = 500). The formula is:

$$(.2 / 4 = .05 \times 500 = 25)$$

- J. For each day, and the prior 364 days (i.e., use a 365 day count) calculate:

- 1. The percent of total traffic that is:
  - a. Jet aircraft
  - b. Piston powered and turbo-prop aircraft combined
- 2. Take the lower percentage of the two figures derived in (1) above and divide it by four, then multiply by the average weighted hourly count derived in (H). This will yield the traffic mix add-on count.

Example:

- 1. Jet aircraft = 58%
- 2. Piston powered and turbo-prop aircraft combined = 32%
- 3. Average weighted hourly count (H) = 500
- 4.  $.32 / 4 = .08 \times 500 = 40$

- K. For each day, and the prior 364 days (i.e., use a 365 day count), calculate the percent that domestic over water traffic comprises of total domestic traffic and divide by 5. Multiply that modified percentage figure by the average weighted hourly count derived in (H). This will yield the domestic over water add-on count. (Example: The domestic over water traffic count equals 20% of the total domestic traffic count; the average weighted hourly count (H) = 500). The formula is: *(note: the domestic over water count is included in the total domestic traffic count)*

$$(.20/5 = .04 \times 500 = 20)$$

- L. For each month, and the prior 11 months (i.e. use a 12 month calculation), calculate the percent that oceanic air traffic comprises of total domestic air traffic and multiply that percentage by 3. Multiply that modified percent figure by the average weighted hourly count derived in (H). This will yield the oceanic add-on count. (Example: The ocean traffic count equals 10% of the total domestic traffic count; the average weighted hourly count (H) = 500). The formula is:

$$(.10 \times 3 = .30 \times 500 = 150)$$

- M. For each day and the prior 364 days (i.e., use a 365 day count):

1. Divide the facility's airspace by 10,000 square miles.
2. Calculate the density add-on (average weighted hourly count (H) /density (1. above) x 1.5).

Example:

1.  $103,440/10,000 = 10.344$
2.  $500/10.344 = 48.337$
3.  $48.337 \times 1.5 = 72.5$  or (73)

- N. For each day and the prior 364 days (i.e., use a 365 day count):

1. Calculate the total flight time in minutes for all aircraft in the center's airspace for the average hour of the 1830 busiest hours;
2. Determine the average hourly sector operations (i.e., the total of all flights penetrating all sectors in the center for the average hour of the 1830 busiest hours);
3. Divide the total flight time in minutes (1. above) by the average hourly sector operations (2. above) x 3 to obtain the airspace usage add-on.

Example:

1. 10615
2. 1069
3.  $10615 / 1069 \times 3 = 29.8$  (or 30)

- O. Each facility:

1. An en route facility is credited with having mountainous terrain if it has land

depicted as “mountainous terrain” as specified in FAR 95 Subpart B and, has terrain above 10,000 feet MSL within the facility’s designated airspace = 5%;

2. a) If it interacts with one (1) foreign country = 1%;
- b) If it interacts with two (2) foreign countries = 2%
- c) If it interacts with three (3) or more foreign countries = 4.5%

Add all applicable percentages in (O) 1 and 2 and then multiply that total percentage by the average weighted hourly count derived in (H). This will yield the facility profile add-on count.

Example:

1. Terrain = 5%
2. Foreign country (1) = 1%
3. Total = 6%
4. Average weighted hourly count (H) = 500
5.  $.06 \times 500 = 30$

- P. Add the military add-on count derived in (I) above, the mix of traffic add-on count derived in (J) above, the domestic over water add-on count derived in (K) above, the oceanic add-on count derived in (L) above, the density add-on count derived in (M) above, the airspace usage add-on in derived (N) above, and the facility profile add-on count derived in (O) above to the average weighted hourly count derived in (H) to yield the modified average weighted hourly count.

Example:

1. Average weighted hourly count (H) = 500
2. Military add-on count (I) = 25
3. Mix of traffic add-on count (J) = 40
4. Domestic over water add-on count (K) = 20
5. Oceanic traffic add-on count (L) = 150
6. Density add-on count (M) = 73
7. Airspace usage add-on count (N) = 30
8. Facility profile add-on count (O) = 30

Modified average weighted hourly count (P) =

$$500 + 25 + 40 + 20 + 150 + 73 + 30 = 868$$

- Q. Calculate the traffic count index as described earlier under the section titled “Sustained Traffic Index.”

The level of difficulty and complexity of the ARTCC is determined by the traffic count index described earlier.

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### PART III - COMBINED CONTROL FACILITY (CCF) POSITIONS

#### INFLUENCE OF ENVIRONMENTAL AND OPERATIONAL COMPLEXITY FACTORS

The influence of complexity factors for CCF radar approach control positions is the same as described for terminal facilities on pages 26 through 30 of this standard, and for CCF center control positions, as described for center controller positions on pages 40 through 44, as practical in consideration of counting methodologies and, where applicable, for CCF tower positions, the same as described for towers on pages 14 through 18.

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The specific methods used to measure level of air traffic congestion at the various terminals are described in detail in the section titled “Sustained Traffic Index.”

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#### COMPLEXITY FORMULA SUSTAINED TRAFFIC INDEX

Most CCFs experience their busiest air traffic during the day and evening hours with operations declining sharply during the very late evening and early morning hours. Operations at individual CCFs may vary slightly from day to day and during different seasons of the year.

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The formula below ensures that any daily and seasonal variances in air traffic are put in proper perspective in developing the sustained traffic index. It measures the busiest air traffic periods while recognizing the influence of sustained levels of air traffic on the facility.

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The segment of the work year measured is the busiest 1,830 hours and the next busiest 1,830 hours in terms of total aircraft handled in a consecutive 365 day period. The use of 1,830 hours is based on the realization that at most facilities the greatest concentrations of air traffic congestion occur during 10 hours, rather than the 24 hours a facility is open each day. Half the days in a year (183) are multiplied by the 10 hours to derive 1,830 hours.

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In those facilities where there is very little decline in air traffic levels between the busiest 1,830 hours and the second busiest 1,830 hours, the count is adjusted to reflect the sustained level of air traffic. In those facilities where there is a substantial difference between the peak and the next level of air traffic (i.e. the second busiest 1,830 hours) the count is adjusted to reflect that the high level of air traffic is not sustained.

The formula for measuring the facility's sustained traffic index (D) is:

$$D_t = 1 + (C_{av2} / C_{av1})$$

The formula for deriving the facility's Traffic Count Index is:

$$D_t \times W_{av1} = \text{Traffic Count Index}$$

where:

*C<sub>av1</sub>* is the average unweighted hourly count for the busiest 1,830 hours

*C<sub>av2</sub>* is the average unweighted hourly count for the second busiest 1,830 hours

*W<sub>av1</sub>* is the modified average weighted hourly count for the busiest 1,830 hours.

## FLIGHT OPERATIONS COUNTED

All the types of flight operations that pertain to CCFs are used to compute the average weighted hourly count. This includes all IFR arrivals and departures within the CCF's airspace, overflights, transitional overflights, oceanic and other over water traffic, practice instrument approaches and VFR advisories. *Note: Aircraft counts are determined through manual means, automation capabilities in computer system and additional automated calculation tools and are the best practical method of determining those counts considering operational workload impacts.*

## WEIGHTING AND MODIFYING THE TRAFFIC COUNT TO REFLECT COMPLEXITY

The air traffic count is weighted to recognize the relative difficulty of handling the different types of tower, approach control and center flight operations.

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### I. TOWER OPERATIONS

Apply the same weights and calculations as shown for Tower Without Radar, Part I.

### II. NON RADAR-APPROACH CONTROL OPERATIONS

Apply the same weights and calculations as shown for Non-Radar Approach Control Terminal, Part I.

### III. TERMINAL RADAR APPROACH CONTROL OPERATIONS

Apply the same weights and calculations as shown for Terminal Radar Approach Control, Part I.

### IV. CENTER OPERATIONS

For each average hour of operation (i.e., the 1830 busiest hours divided by 1830):

- A. Each IFR/SVFR departure transferred from approach control is given a weight of 1.50.
- B. Each IFR/SVFR departure (including IFR airfiles) and IFR/SVFR aircraft receiving ATC services upon leaving Special Use Airspace is given a weight of 2.0.
- C. IFR/SVFR arrival transferred to an approach control is given a weight of 1.50.
- D. Each IFR/SVFR arrival (including IFR cancellations) and IFR/SVFR aircraft terminating center ATC services upon entry into Special Use Airspace is given a weight of 2.0.
- E. Each overflight (non-transitional) is given a weight of 1.00.
- F. Each VFR advisory is given a weight of 0.50
- G. For each hour of operation the hourly counts for (A) through (F) are added together to obtain the average weighted hourly count.
- H. For each day, and the prior 364 days (i.e., use a 365 day count), calculate the percent that military air traffic comprises of total air traffic. Divide that percent figure by four, and then multiply by the average weighted hourly count derived in (G). This will yield the military add-on count.

(Example: The military traffic count equals 20% of the total traffic count; the average weighted hourly count (G) = 500). The formula is:

$$(.2 / 4 = .05 \times 500 = 25)$$

*Note: Until appropriate automation capabilities are established, the military mix calculations will be based on the most recent yearly APO/OPSNET data available*

- I. For each day and the prior 364 days (i.e., use a 365 day count) calculate:
  - 1. The percent of total traffic that is:
    - ( a ) air carrier and military traffic combined
    - ( b ) general aviation traffic
    - ( c ) air taxi traffic

*Note: Until appropriate automation capabilities are established, the aircraft mix calculations will be based on the most recent yearly APO/OPSNET data available.*

- 2. Determine which of the two, air carrier and military traffic combined or general aviation traffic, constitutes a lower percentage of the total traffic.

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3. Add the air taxi traffic to the lower of the two – i.e. air carrier and military traffic combined or general aviation traffic.
4. After adding the air taxi traffic to either the air carrier and military traffic combined or general aviation traffic, calculate the percent traffic mix of the two categories of traffic (i.e., the one including air taxi and the one excluding air taxi).
5. Take the lower percentage of the two figures derived in (4) above and divide it by four, then multiply by the average weighted hourly count derived in (G). This will yield the traffic mix add-on count.

Example:

1. air carrier and military traffic combined = 58%
2. general aviation traffic = 32%
3. air taxi traffic = 10%
4.
  - a. general aviation (32%) + air taxi (10%) = 42%
  - b. air carrier + military = 58%
5. The lower of the two percentages (4a or 4b) = 42%
6. Average weighted hourly count (G) = 100
7.  $.42 / 4 = .105 \times 100 = 10.5$

- J. For each day, and the prior 364 days (i.e., use a 365 day count), calculate the percent that domestic over water traffic comprises of total domestic traffic and divide by 5. Multiply that modified percentage figure by the average weighted hourly count derived in (G). This will yield the domestic over water add-on count. (Example: The domestic over water traffic count equals 20% of the total domestic traffic count; the average weighted hourly count (G) = 500). The formula is: *(note: the domestic over water count is included in the total domestic traffic count)*

$$(.20/5 = .04 \times 500 = 20)$$

- K. For each month and the prior 11 months (i.e., use a 12 month calculation), calculate the percent that oceanic air traffic comprises of total domestic air traffic and multiply that percentage by 3. Multiply that modified percent figure by the average weighted hourly count derived in (G). This will yield the oceanic add-on count. (Example: The ocean traffic count equals 10% of the total domestic traffic

count; the average weighted hourly count (G) = 500). The formula is:

$$(.10 \times 3 = .30 \times 500 = 150)$$

L. Each Facility:

1. An en route facility is credited with having mountainous terrain if it has land depicted as "mountainous terrain" as specified in FAR 95 Subpart B and, has terrain above 10,000 feet MSL within the facility's designated airspace = 5%;
2. a) If it interacts with one (1) foreign country = 1%;  
b) If it interacts with two (2) foreign countries = 2%  
c) If it interacts with three (3) or more foreign countries = 4.5%

Add all applicable percentages in (M) 1 and 2 and then multiply that total percentage by the average weighted hourly count derived in (G). This will yield the facility profile add-on count.

Example:

1. Terrain = 5%
2. Foreign country (1) = 1%
3. Total = 6%
4. Average weighted hourly count (H) = 500
5.  $.06 \times 500 = 30$

- M. Add the military add-on count derived in (H) above, the mix of traffic add-on count derived in (I) above, the domestic over water add-on count derived in (J) above, and the oceanic add-on count derived in (K) above and the facility profile add-on count derived in (L) above to the average weighted hourly count derived in (G) to yield the modified average weighted hourly count.

Example:

1. Average weighted hourly count (G) = 500;
2. Military add-on count (H) = 25;
3. Mix of traffic add-on count (I) = 10.5;
4. Domestic over water add-on count (J) = 20;
5. Oceanic traffic add-on count (K) = 150;

6. Facility profile add-on count (L) = 30

Modified average weighted hourly count (M) =

$$500 + 25 + 10.5 + 20 + 150 + 30 = 735.5$$

N. Calculate the traffic count index as described earlier under the section titled "Sustained Traffic Index."

## V. COMBINING OPERATIONS

Add the traffic count index of all the operational functions within the CCF to obtain a combined traffic count index.

The level of difficulty and complexity of the CCFs is incorporated within the traffic count index.

## ADMINISTRATION OF THE STANDARD

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### 1. MINIMIZING UNWARRANTED FACILITY PAY LEVEL FLUCTUATIONS

Every effort should be made to avoid frequent fluctuations in facility pay levels which may be caused by temporary increases or decreases in traffic activity. For example, runway closures, new construction at an airport, or labor disputes in the aviation industry may well decrease a facility's average traffic count index, and facility pay level changes may appear warranted. Similarly, an extremely large number of flight operations handled during a brief air show or some other special event may significantly increase the average traffic count index. However, because these events are temporary, a pay level change shall not be effected.

While it is the intent of this standard to minimize unwarranted facility pay level fluctuations caused by temporary shifts in air traffic activity, no precise formula can be given for dealing with the many situations where these sudden shifts in air traffic may impact the average traffic count index. The adjustment of a facility's flight operations count to compensate for these and similar kinds of situations should be a matter of judgment based on experience as to what constitutes both a reasonable and normal air traffic workload for the particular facility.

The average traffic count index will change for a variety of reasons. However, unwarranted facility pay level fluctuations may be avoided by delaying action to change facility pay levels until the probable permanency of the change in the average traffic count index can be established. The following procedures are to be observed to insure that facility pay level changes are made only when appropriate.

### 2. RAISING FACILITY PAY LEVELS

When a facility's average traffic count index warrants a pay level upgrade, a projection shall be made of that facility's anticipated air traffic activity for a twelve month period. If this projection, based on past experience plus anticipated changes in air traffic activity, shows that the facility activity will remain at or above that higher traffic count index, action to change the facility pay level should be accomplished promptly. If on the other hand the air traffic projection indicates

that the facility's activity is unlikely to remain at or above the higher traffic count index, the facility pay level change shall not be made.

### **3. LOWERING FACILITY PAY LEVELS**

Where decreases in the traffic count index indicate that lowered facility pay levels might be warranted, a buffer zone concept will be utilized to prevent precipitous facility pay level adjustments, i.e. average counts which fluctuate no more than five percent below the minimum facility complexity-formula-based pay level (breakpoint) for a particular facility pay level shall be considered borderline and retained at the current level. Facility pay levels shall be retained where projections indicate that the facility would at least maintain a level of air traffic activity which would place it within the buffer zone. However, where air traffic projections clearly indicate that the traffic count index will remain below the buffer zone, action to change positions to a lower pay level is appropriate. If a facility falls below the buffer for its current pay level for six consecutive months, the same type of air traffic activity projection for the next twelve months as described above shall be utilized to establish the probable permanency of the change.

# APPEAL PROCESS

## WHAT MAY BE APPEALED:

*The way in which the complexity formula for pay setting is interpreted or applied at a specific facility may be appealed. NOTE: THE CONTENT OF THE COMPLEXITY FORMULA ITSELF MAY NOT BE APPEALED - ONLY ITS INTERPRETATION OR APPLICATION.*

## WHO MAY APPEAL:

An appeal may be initiated through appropriate facility channels by any employee. However, the appeal may be filed *only* by the Facility Manager and the NATCA Facility Representative. All appeals *should* be agreed to by both parties before being submitted. In the event that either party non-concurs in the appeal, the party non-concurring has *15 days* to prepare a written rationale for non-concurrence. The non-concurrence *must* be submitted along with the appeal.

## HOW TO FILE AN APPEAL:

1. The appeal must be in writing and must include the following:
  - a) The facility's name and pay level;
  - b) The names, mailing addresses and telephone numbers of the facility manager and the NATCA facility representative;
  - c) A description of the basis for the appeal, including specific references to those portions of the standard believed to be misinterpreted or inappropriately applied;
  - d) Copies of any supporting documentation and any other relevant materials in support of the appeal;
  - e) A description of how the problem identified should be corrected, including the remedy being sought.
2. The appeal must be filed via certified mail with the FAA ATO COO, with a copy to the NATCA Executive Vice President (EVP).

## THE APPEALS PROCESS:

1. Upon receipt of the appeal, the FAA ATO COO and the EVP will establish within *15 days* a Complexity Appeal Review Committee (CARC), consisting of a NATCA representative and an Air Traffic Management Representative.
2. The CARC will:
  - a) determine if the issue is appealable
  - b) conduct appropriate fact-finding and analysis
  - c) issue a written statement of findings within *60 days* of receipt of the appeal

explaining its decision or the reasons why it failed to reach a decision.

Decisions of the CARC must be reached mutually. They are binding and final, and there is no further appeal. If the CARC fails to reach a mutual decision, the facility manager and/or facility representative may request to have its case heard by a Complexity Appeals Board (CAB). This request must be in writing to the FAA ATO COO and the EVP, and must be filed within *30 days* of the notification by the CARC that it cannot reach a mutual decision.

1. The CAB:

- a) Consists of an FAA representative, a NATCA representative and an arbitrator. The arbitrator may be mutually agreed to by the FAA representative and the NATCA representative, or may be selected from a panel submitted by the Federal Mediation and Conciliation Service. If the FMCS panel is used, the NATCA representative and the FAA representative will alternately strike names from the panel until only one remains.
- b) Has *30 days* from the receipt of the appeal to select the arbitrator.
- c) Will convene within *90 days* from the date of the appointment of the arbitrator at a hearing site mutually agreeable to both parties, and decision of the majority will be rendered within *30 days* of the conclusion of the hearing.

**IMPACT OF DECISIONS:**

If the appeal is sustained by either the CARC or the CAB, and the finding supports raising of the facility pay level, the decision will be implemented within two pay periods of the finding.

# GLOSSARY

**Air Route Traffic Control Center (ARTCC)** - An air traffic control facility that provides air traffic control service to aircraft operating on IFR flight plans within controlled airspace and principally during the en route phase of flight. When equipment capabilities and controller workload permit, certain advisory/assistance services may be provided to VFR aircraft.

**Air Traffic Control System Command Center** – The Air Traffic Control System Command Center is responsible for the strategic aspects of the NAS. The Command Center modifies traffic flow and rates when congestion, weather, equipment outages, runway closures, or other operational conditions affect the NAS.

**Air Traffic Operations** - all aircraft operations, excluding ground movement of aircraft, vehicles and personnel.

**Buffer zone** - A numerical figure of five percent (5%) below the minimum facility complexity-formula-based pay level (breakpoint) for a particular facility's pay level. This figure will be used in conjunction with air traffic projections to determine if change to a lower pay level is appropriate.

**Certified Professional Controller (CPC)** - Controller is facility or area certified, and actively engaged in the separation and control of air traffic.

**Center Airspace Mileage** – For the purpose of this standard, the facility mileage calculation is determined by the National Oceanic Survey (NOS) based on an average of the low altitude airspace square mileage and high altitude airspace square mileage.

**Center Area** - The square mileage of the area defined by the geographic domestic boundaries of the Center. Note: the calculation of this value is accomplished through coordination with Aeronautical Information Division, ATA-100 and National Oceanic Survey.

**Class of Airspace** – (Terminal use only) Airspace of defined dimensions within which air traffic control service is provided to aircraft operations in accordance with the airspace classification. Class B, Class C and TRSA are used in the complexity formula.

**Class B Airspace** - Generally, that airspace from the surface to 10,000 feet MSL surrounding busy airports in terms of airport operations or passenger enplanements.

**Class C Airspace**- Generally, that airspace from the surface to 4,000 feet above the airport elevation (charted in MSL) surrounding those airports that have an operational control tower, are serviced by a radar approach control, and have a certain number of IFR operations or passenger enplanements.

**Class D Airspace**- Generally, that airspace from the surface to 2,500 feet above the airport elevation (charted in MSL) surrounding those airports that have an operational control tower.

**Combination Non-Radar Approach Control and Tower Without Radar**- An air traffic

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control terminal that provides air traffic control services for the airport at which the tower is located and without the use of radar, approach and departure control services to aircraft operating under Instrument Flight Rules (IFR) to and from one or more adjacent airports.

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**Combination Radar Approach Control and Tower With Radar** - An air traffic control terminal that provides radar control services to aircraft arriving or departing the primary airport and adjacent airports, and to aircraft transiting the terminal's airspace. This terminal is divided into two functional areas: radar approach control positions and tower positions. These two areas are located within the same facility, or in close proximity to one another, and controllers rotate between both areas.

**Combined Control Facility (CCF)** - An air traffic control facility that provides approach control services for one or more airports as well as en route air traffic control (center control) for a large area of airspace. Some may provide tower services along with approach control and en route services.

**Combined TRACON Facility** - An air traffic control terminal that provides radar approach control services for two or more large hub airports, as well as other satellite airports, where no single airport accounts for more than 60% of the total Combined TRACON facility's air traffic count. This terminal requires such a large number of radar control positions that it precludes the rotation of controllers through all positions.

**Converging runway** - Runway configuration that has two or more runways where the magnetic alignment will have crossing flight paths within the airport traffic area (ATA) and where the actual runway surfaces do not overlap.

**Crossing runway** - Runway configuration that has two or more runways where the magnetic alignment will have crossing flight paths and where the actual runway surfaces do overlap.

**Domestic-Over-Water Traffic** - To be counted as Domestic-Over-Water traffic the facility must: (1) separate aircraft using ICAO rules (whether using radar or non-radar procedures), and (2) the aircraft must (or must have) crossed the ADIZ (whether in domestic-over-water sector or ocean sector).

**ETAP** – Enroute Track Analysis Program. Primary function is to collect and collate National Airspace System (NAS) tracking data from the Host Aircraft Management Execs (HAME) tracking file for all HOST equipped en route centers. This program is used by headquarters personnel to sort HAME data into aircraft operations, by hour, into categories used under the complexity formula for pay setting to establish a facility traffic count index. Field facilities use this program for HAME data audit analysis and validation.

**Foreign Country** - In order to receive credit for interacting with a foreign country, facilities with adjacent airspace must routinely coordinate and transfer air traffic with an air traffic facility from another sovereign nation.

**Large hub Airport** - For the purpose of this standard, a terminal air traffic control facility with an annual air traffic count of 300,000 or more.

**LAWRS** – A limited aviation weather reporting station is a facility where observations are taken, prepared and transmitted by certified FAA air traffic control specialists on a limited basis. At these facilities, various degrees of automated sensors and/or other automated equipment may be available. However, when on duty, the LAWRS observer has the complete responsibility for the surface aviation weather elements.

**Instrument flight rules (IFR)** - Rules that govern the procedures for conducting instrument flight.

**Mix of traffic** - Currently the Standard considers the mix of air traffic for terminals and CCFs to be comprised of three categories of traffic: (1) air carrier and military combined, (2) general aviation (including non-military helicopters), and (3) air taxi. When the Agency's automated data collection capability at these facilities is able to identify jet, turbo prop, and piston traffic separately, it is contemplated that their traffic mix factor will be revised to be consistent with the center measure of traffic mix.

**MOA** - Military Operations Area

**Non-Radar Sector (in TRACON)** - An exclusive non-radar sector (i.e., area) in what is otherwise classified as a TRACON or TRACON portion of an up-down facility. When controllers are assigned to this sector they are responsible for the control and separation of air traffic without physical or mechanical visual reference to the aircraft under the controllers' jurisdiction. Without radar, the controllers use flight progress strips to document aircraft movement and to develop a picture in their minds of all the aircraft using the airspace. Separation standards between the aircraft are specified in terms of time and/or mileage and they vary according to the speed of the aircraft and the navigational equipment available to the pilot.

**Oceanic Traffic** - Only air traffic traversing airspace over the oceans of the world and the Gulf of Mexico, are to be counted if both of the following conditions are met: (1) no direct communications between aircraft and controller, and (2) ICAO non-radar procedures are used exclusively to separate aircraft.

**Overflight** - Aircraft that transit a facility's airspace that neither originate nor terminate within that facility's airspace.

**Parallel runways** - Two or more runways at the same airport whose centerlines are parallel.

**Point Out** - A physical or automated action taken by a controller to transfer the radar identification of an aircraft to another controller if the aircraft will enter the airspace of another controller and radio communications will not be transferred.

**Primary Airport** - The airport with the most volume in the TRACON's airspace.

**Proximity Airports** - To be counted as a proximity airport, an airport must have at least 300,000 operations per year, and must have one or more additional airports within 10 miles (center of airport to center of airport) that also have 300,000 operations or more.

**Secondary airport** - An airport not considered the primary airport for an air traffic control

facility for which air traffic services are provided by that ATC facility.

**Single runway** - One runway (either hard surface, grass or sea lane) at airports for aircraft use or parallel runways that are separated by 2500 feet or less.

**Special Use Airspace (SUA)** – Airspace where activities must be confined or limitations may be imposed on aircraft operations. For the purpose of this standard, the SUA airspace types included are: Alert Area, Controlled Firing Area, Military Operations Area, Prohibited Area, Restricted Area and Warning Area.

**Special Visual Flight Rules (SVFR)** services /operations- Aircraft operating in accordance with clearances within Class B, C, D, and E surface areas in weather conditions less than the basic VFR weather **minimums**. Such operations must be requested by the pilot and approved by the controller.

**Traffic Count Index** - A combined measure of the complexity of the air traffic and the sustained traffic index at each facility. It is the measure used to set facility pay levels.

**Terminal Radar Approach Control (TRACON)** - An air traffic control terminal that provides radar control to aircraft arriving or departing the primary airport and adjacent airports, and to aircraft transiting the terminal's airspace.

**Terrain** - A terminal facility is credited with having mountainous terrain if land measures 4000 feet above the primary airport field elevation and is contained in the terminal facility's airspace. An en route facility is credited with having mountainous terrain if it has land depicted as "mountainous terrain" as specified in FAR 95 Subpart B and, has terrain above 10,000 feet MSL within the facility's designated airspace.

**Touch-and-go** - An operation by an aircraft that lands and departs on a runway without stopping or exiting the runway.

**Tower With Radar** - An airport traffic control terminal that provides traffic advisories, spacing, sequencing, and separation services to VFR and IFR aircraft operating within the vicinity of the airport using a combination of radar and direct observations.

**Tower Without Radar** - An airport traffic control terminal that provides service using direct observation primarily to aircraft operating under visual flight rules (VFR). These terminals are located at airports where the principal user category is low performance aircraft.

**TTAP** – Terminal Track Analysis Program. Primary function is to collect and collate traffic counts from terminal air traffic facilities. Aircraft operations are entered via manual or automated means, by hour, into categories used under the complexity formula for pay setting to establish a facility's pay level.

**Transitional Overflight (Center function)** - An aircraft that exits center airspace at an altitude 4000 feet or more different from the aircraft's altitude entering the center area.

**TRSA** - Airspace surrounding designated airports wherein ATC provides radar vectoring,

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sequencing, and separation on a full-time basis for all IFR and participating VFR aircraft.

**VFR Advisory** - Service provided to aircraft not on an IFR flight plan. This includes air traffic and weather information, navigational assistance, and other ATC services provided as the work situation permits.

**Visual flight rules (VFR)** - Rules that govern the procedures for conducting flight under visual conditions.

# APPENDIX 1

## Complexity-Based Facility Pay Levels

TCI RANGE		BUFFER	FACILITY PAY LEVEL
<b><u>Towers Without Radar</u></b>			
315	-	299	FPL - 9
250	- 314.9	238	FPL - 8
185	- 249.9	176	FPL - 7
120	- 184.9	114	FPL - 6
85	- 119.9	81	FPL - 5
50	- 84.9	48	FPL - 4
0	- 49.9		FPL-3
<b><u>TRACONS</u></b>			
750	-	713	FPL - 12
500	- 749.9	475	FPL - 11
350	- 499.9	333	FPL - 10
225	- 349.9	214	FPL - 9
140	- 224.9	133	FPL - 8
95	- 139.9	90	FPL - 7
50	- 94.9	48	FPL - 6
0	- 49.9		FPL - 5
<b><u>Combined Tower and TRACON</u></b>			
950	-	903	FPL - 12
700	- 949.9	665	FPL - 11
500	- 699.9	475	FPL - 10
325	- 499.9	309	FPL - 9
215	- 324.9	204	FPL - 8
140	- 214.9	133	FPL - 7
95	- 139.9	90	FPL - 6
0	- 94.9		FPL - 5

**Non-Radar Approach & Tower**

180	-		171	FPL - 8
120	-	179.9	114	FPL - 7
70	-	119.9	67	FPL - 6
0	-	69.9	0	FPL - 5

**Combined Control Facilities**

900	-		855	FPL - 11
750	-	899.9	713	FPL - 10
400	-	749.9	380	FPL - 9
150	-	399.9	143	FPL - 8
100	-	149.9	95	FPL - 7
0	-	99.9		FPL - 6

**Towers With Radar**

500	-		475	FPL - 12
400	-	499.9	380	FPL - 11
315	-	399.9	299	FPL - 10
250	-	314.9	238	FPL - 9
185	-	249.9	176	FPL - 8
120	-	184.9	114	FPL - 7
85	-	119.9	81	FPL - 6
50	-	84.9	48	FPL - 5
0	-	49.9		FPL-4

**Air Route Traffic Control Centers**

1550	-		1473	FPL - 12
1250	-	1549.9	1188	FPL - 11
600	-	1249.9	570	FPL - 10
0	-	599.9		FPL - 9

**Combined Tracons**

1500	-		1425	FPL - 12
1000	-	1499.9	950	FPL - 11
500	-	999.9	475	FPL - 10

**0 - 499.9**

**FPL - 9**

**End**

**Appendix B**  
**Training Progression Requirements**  
**Air Traffic Specialized Pay Plan**

ATC Level	Career Level	Tower	Tracon or Combined Tracon	Combined Tower/Tracon	Center/Center Oceanic	Combined Control Facility
ATC-4	Certified Professional Controller	All Positions	N/A	N/A	N/A	N/A
ATC-5	Developmental-3	FD + 50% of All Other Positions	FD + 50% of All Other Positions	FD + 50% of All Other Positions	N/A	N/A
	Certified Professional Controller	All Positions	All Positions	All Positions	N/A	N/A
ATC-6	Developmental-2	N/A	N/A	FD + 33% of All Other Positions	N/A	FD + 33% of All Other Positions
	Developmental-3	FD + 50% of All Other Positions	FD + 50% of All Other Positions	FD + 66% of All Other Positions	N/A	FD + 66% of All Other Positions
	Certified Professional Controller	All Positions	All Positions	All Positions	N/A	All Positions
ATC-7	Developmental-1	N/A	N/A	N/A	N/A	FD + 25% of All Other Positions
	Developmental-2	N/A	N/A	FD + 33% of All Other Positions	N/A	FD + 50% of All Other Positions
	Developmental-3	FD + 50% of All Other Positions	FD + 50% of All Other Positions	FD + 66% of All Other Positions	N/A	FD + 75% of All Other Positions
	Certified Professional Controller	All Positions	All Positions	All Positions	N/A	All Positions
ATC-8	Developmental-1	N/A	N/A	N/A	N/A	FD + 25% of All Other Positions
	Developmental-2	FD + 33% of All Other Positions	FD + 33% of All Other Positions	FD + 33% of All Other Positions	N/A	50% of All Other Positions
	Developmental-3	FD + 66% of All Other Positions	FD + 66% of All Other Positions	FD + 66% of All Other Positions	N/A	75% of All Other Positions
	Certified Professional Controller	All Positions	All Positions	All Positions	N/A	All Positions
ATC-9	Developmental-1	N/A	N/A	FD + 25% of All Other Positions	2 Radar Associate or 1 RA and 1 Radar Position	FD + 25% of All Other Positions
	Developmental-2	FD + 33% of All Other Positions	FD + 33% of All Other Positions	FD + 50% of All Other Positions	All Radar Associate Positions	50% of All Other Positions
	Developmental-3	FD + 66% of All Other Positions	FD + 66% of All Other Positions	FD + 75% of All Other Positions	2 R-Sides	75% of All Other Positions
	Certified Professional Controller	All Positions	All Positions	All Positions	All Positions	All Positions
ATC-10	Developmental-1	FD + 25% of All Other Positions	FD + 25% of All Other Positions	FD + 25% of All Other Positions	2 Radar Associate or 1 RA and 1 Radar Position	FD + 25% of All Other Positions
	Developmental-2	FD + 50% of All Other Positions	FD + 50% of All Other Positions	FD + 50% of All Other Positions	All Radar Associate Positions	50% of All Other Positions
	Developmental-3	FD + 75% of All Other Positions	FD + 75% of All Other Positions	FD + 75% of All Other Positions	2 R-Sides	75% of All Other Positions
	Certified Professional Controller	All Positions	All Positions	All Positions	All Positions	All Positions

**Appendix B**  
**Training Progression Requirements**  
**Air Traffic Specialized Pay Plan**

ATC Level	Career Level	Tower	Tracon or Combined Tracon	Combined Tower/Tracon	Center	CCF
ATC-11	Developmental-1	FD + 25% of All Other Positions	FD + 25% of All Other Positions	FD + 25% of All Other Positions	2 Radar Associate or 1 RA and 1 Radar Position	FD + 25% of All Other Positions
	Developmental-2	FD + 50% of All Other Positions	FD + 50% of All Other Positions	FD + 50% of All Other Positions	All Radar Associate Positions	50% of All Other Positions
	Developmental-3	FD + 75% of All Other Positions	FD + 75% of All Other Positions	FD + 75% of All Other Positions	2 R-Sides	75% of All Other Positions
	Certified Professional Controller	All Positions	All Positions	All Positions	All Positions	All Positions
ATC-12	Developmental-1	FD + 25% of All Other Positions	FD + 25% of All Other Positions	FD + 25% of All Other Positions	2 Radar Associate or 1 RA and 1 Radar Position	N/A
	Developmental-2	FD + 50% of All Other Positions	FD + 50% of All Other Positions	FD + 50% of All Other Positions	All Radar Associate Positions	N/A
	Developmental-3	FD + 75% of All Other Positions	FD + 75% of All Other Positions	FD + 75% of All Other Positions	2 R-Sides	N/A
	Certified Professional Controller	All Positions	All Positions	All Positions	All Positions	N/A
ATCSCC	Developmental-1	N/A				
ATC-12	Developmental-2	Completion of Classroom Training				
	Developmental-3	50% of All Positions				
	Certified Professional Controller	All Positions				

