SUPPLEMENTAL JUSTIFICATION
FAA AIRPORT MASTER RECORD
OMB CLEARANCE 2120-0015

A. JUSTIFICATION

1. Explanation of Need for Information.

49 USC 329(b) empowers and directs the Secretary of Transportation to collect and disseminate information on civil aeronautics. Aeronautical information is required by the FAA in order to carry out agency missions such as those related to aviation flying safety, flight planning, airport engineering and federal grants analysis, aeronautical chart and flight information publications, and the promotion of air commerce as required by statute.

The safety information collected includes, but is not limited to, the following: airport name, associated city, airport owner and airport manager, latitude, longitude, elevation, runway description, services available, runway approach light systems, communications frequency, airport use, number of operations and based aircraft, obstruction data, and pertinent general remarks.

In addition to the FAA's requirements, the information is used extensively by other segments of the civil and the military aeronautical communities, since it is the agency's central source for the collection of airport safety data used in aeronautical charts and flight information publications. Other users of the data are private industry (Jeppesen-Sanderson and Company, Aircraft Owners and Pilots Association, etc.), state agencies (state airport directories, aeronautical charts, and system planning), and other government agencies (National Oceanic & Atmospheric Administration, National Imagery and Mapping Agency).

Within the FAA, the collection and dissemination of this information is known as the Airport Safety Data Program. The FAA forms used to accomplish the objectives of this program are FAA Form 5010-1, FAA Form 5010-2, FAA Form 5010-3, and FAA Form 5010-5. Since implementation in 1958, the Airport Safety Data Program has provided for:

(a) Accurate record and depiction of conditions at civil airports, heliports, stolports, gliderports, balloonports, seaplane bases, and ultralight flightparks.

(b) A comprehensive agency aeronautical repository designed to eliminate redundant collection and dissemination processes.

(c) Timely and accurate aeronautical information which is essential to the safety of the flying public.

(d) Promotion and encouragement of safe operating conditions at airports through contact with airport management and follow-up coordination.

(e) Ensuring that data are collected and published with a degree of consistency and frequency with the exercise of FAA responsibilities.

(f) Efficient means for producing both recurring and one-time reports derived from the data collected and needed for agency management direction, including airport improvement program planning, the issuance of federal grant funds, forecasting, budgetary, and statistical analyses.

The Airport Safety Data Program employs two methods of information collection: physical inspection and mail solicitation. The physical inspections are conducted by FAA, State, and contract inspectors. Mail solicitation is the process whereby the owners of private use airports are mailed an FAA Form 5010-2 and are asked to review the data on their airport, verify the data or make any relevant changes to the data, sign the Form and mail it back to the FAA.

Civil airports are divided into two categories: those open to the public and those not open to the public. Currently there are approximately 19,800 airports in the Airport Safety Data Program. Approximately 5,300 airports are open to the public and about 14,500 are closed to the public. The 5,300 airports that are open to the public can be further broken down into approximately 560 Part 139 airports and approximately 4,740 non-Part 139 airports. In addition we estimate that about 500 new airports are added to the FAA records each year, while at the same time the same approximate number are reported abandoned or deactivated. The information collected in this program is safety critical and directly supports the DOT strategy of enhancing the safety for pilots in flight and also enhancing the safe maintenance of airports. The program therefore reduces dollar loss by preventing aviation incidents in the air and on the ground.

This collection of aeronautical information supports the DOT strategic goal on safety.

2. Use of Information

FAA Forms 5010-1 and 5010-2, Airport Master Record, are used to collect information on existing airports. FAA Form 5010-1 is used to record information as a result of a physical inspection of a public-use airport. FAA Form 5010-2 is an abbreviated version of FAA Form 5010-1 and is used to accomplish the mail solicitation portion of the Airport Safety Data Program for all airports not open to the public. The information on both forms is computer printed depicting the last reported data concerning the airport. Forms 5010-2 is designed for use as a mail-out in a window envelope and is a self-contained return mail form. The mail respondent needs only to review the data on the form, make changes where appropriate, sign and date the form, and return it to the FAA. The goal of the

Airport Safety Data Program is to obtain a yearly update of all airports on record with the FAA either through physical inspection or mail solicitation.

Regardless of the method used to collect the data, the resulting information is fed into a computer and disseminated to the flying public. A new Form 5010-1, Airport Master Record, is printed and becomes the most up-to-date record for that airport until such time as new information is received.

FAA Form 5010-3 is identical to FAA Form 5010-1, except that it is buff in color and contains no information other than data element titles. This form is used when an airport is not on record with the FAA and it is inspected for the first time by FAA, State or contractor inspectors.

FAA Form 5010-5 is identical to FAA Form 5010-2, except that it is buff in color and contains no information other than element titles. It is mailed to airport sponsors to obtain the initial safety information on all new airports that are not open to the public and to a new open to the public airport when it is not feasible to make a physical inspection.

If this data were not collected, U.S. government charts and flight information publications such as sectional aeronautical charts, Airport/Facility Directories, and other flight information manuals could not be produced or maintained.

3. Use of improved technology

In compliance with the Government Paperwork Elimination Act (GPEA), the Airport Safety Data Program employs the use of software for the collection of data on public use airports. The software is now available for the electronic submission of responses, and this direct data entry speeds up the process of obtaining and processing aeronautical information. The data is ultimately stored in a database in the form of computer generated FAA Form 5010-1 developed by private industry. This portion of the data collection process is 100% compliant with GPEA requirements. This retrieval capability provides quicker access to data electronically for FAA and State inspectors prior to, during, and after performing an inspection at an airport open to the public.

Data collected on airports not open to the public is accomplished through a mail solicitation program using FAA Form 5010-2. Although FAA Form 5010-2 is available electronically, automating the collection of airport data using the mail solicitation program is not practicable at this time. Downsizing in the federal government resulted in reductions to the staffing and the resources for the Airport Safety Data Program to a level that is currently not able support the automation of the collection of airport data using the mail solicitation program. Therefore this portion of the data collection process is not compliant with GPEA requirements.

4. Efforts to Identify Duplication

The Airport Safety Data Program is the primary source for the collection of aeronautical information on airports for the FAA. The annual inspection of airports open to the public using FAA Forms 5010-1 and 5010-3, and the annual mail solicitation to airports not open to the public using FAA Forms 5010-2 and 5010-5, are the FAA's only viable method for obtaining airport data on an annual basis. This information is used by pilots for pre-flight planning and during in-flight operations and is deemed critical to flying safety.

5. Methods used to minimize the burden on small businesses

The collection of data from small businesses (aviation flying clubs, crop-dusting, hospital heliports, etc) requires only a minimum amount of burden, since the owner previously provided the information on record with the FAA. The information is merely kept current on a yearly basis by mail solicitation using postage pre-paid FAA Form 5010-2. The owner merely reviews the form, marks any changes on the form, and mails it back. Since the physical description for these landing facilities changes infrequently, the owner normally reports only minor administrative changes such as his address and phone number.

6. Describe the consequences to Federal program or policy activities if the collection were conducted less frequently

Data is collected annually. Less frequent collection of data leads to inaccurate data in aeronautical charts and pilot handbooks, posing a serious hazard to air navigation by creating safety problems for pilots and the flying public. In addition, less frequent collection of data results in inaccurate data in the data base, causing longer time for FAA specialists to review and verify records, resulting in additional staffing being needed in AAS-330.

7. Explain any special circumstances that would cause the information collection to be conducted in a manner inconsistent with 5 CFR 1320.5(d)(2)(i)-(viii)

The information is collected in a manner consistent with the guidelines in 5 CFR 1320.5(d)(2)(i)-(viii).

8. Consultation outside the Agency

The FAA Airport Safety Data Program, in conjunction with GCR & Associates, offers a class entitled Airport Master Record Seminar, open to new FAA and State aviation personnel who will be conducting airport inspections or will be involved in data collection and dissemination. The class is structured to provide attendees with the procedure for inspecting airports, and an in-depth study of the aeronautical data elements collected in the Airport Master Record.

In addition, conferences are held occasionally to discuss the process of collecting and disseminating aeronautical information. The formats of the conferences are a combination of lectures and open forums for free discussion of topics of concern to State inspectors.

A notice requesting comments was published in the Federal Register on June 19, 2008, vol. 73, no. 119, page 34976. A copy is attached. One comment was received. The Air Line Pilots Association (ALPA) maintains that airports should have systems in place which facilitate direct radio communications between airliner flight crews and airport emergency services personnel. ALPA suggests that the Airport Safety Data Program collect data from all airports regarding whether or not they have a Discrete Emergency Frequency in place, and if so, the specific radio frequency that is utilized. This comment is under consideration and will be discussed at the Semi-Annual FAA Charting Forum.

9. Payments

There are no payments or gifts to respondents. FAA personnel inspect part 139 airports. Reenumeration of contractors or grantees who inspect non-Part 139 airports for the FAA is accomplished by state grants through the Airport Improvement Program.

10. Assurance of Confidentiality

No assurance of confidentiality is given.

11. Questions of a Sensitive Nature

No personal information is collected.

12. Estimate of Burden

The Airport Safety Data Program is implemented by FAA Order 5010.4. Section 2 of this Order describes forms to be completed. Reporting burden is as follows:

FAA Form 5010-1 = Burden imposed on State inspectors.

Number of Responses	Burden Hours Per Response	Total Burden Hours
4,740	1	4,740

FAA Form 5010-2 = Burden imposed on owners/managers of airports not open to the public.

Number of	Burden Hours

Responses	Per Response	Total Burden Hours
14,500	.25	3,625

FAA Form 5010-3 = Burden imposed on state inspectors submitting information on newly established airports open to the public.

Number of Responses	Burden Hours Per Response	Total Burden Hours
5	1	5

FAA Form 5010-5 = Burden for respondents submitting initial information.

Number of Responses	Burden Hours Per Response	Total Burden Hours
500	1	500

Summary

FAA Form 5010-1	= 4,740	(completed by FAA or State inspectors)
FAA Form 5010-2	= 3,625	
FAA Form 5010-3	= 5	(completed by FAA or State inspectors)
FAA Form 5010-5	= 500	
	8,870	

Annual cost burden to respondents resulting from the collection of information for FAA Forms 5010-2 and 5010-5 is estimated at $241,500 based on a rate of $60.00 per hour for 4,025 hours. This hourly rate includes salary and benefits for a professional level employee in private industry.

Annual cost burden to respondents resulting from the collection of information for FAA Form 5010-1 is estimated at $1,896,000 based on a flat fee of $400.00 per inspection. This fee is derived from the FAA's Airport Improvement Program based on grants issued to each State Aviation Agency.

The states do not charge the FAA for the cost incurred for inspecting a new airport open to the public using FAA Form 5010-3. It is estimated that 5 new airports are established annually.

13. Cost Estimate to Respondents

There are no additional start-up costs not already included in question 12.

14. Cost Estimates to the Federal Government

Annual cost to the Federal Government is estimated at $145,600 based on a rate of $35.00 per hour per employee, for two employees at 2,080 hours each.

15. Explanation of changes

There is a slight increase in the number of airports closed to the public, and therefore there is an equal increase in the number of annual reponses.

16. Publication of Collected Information

Air Traffic's Aeronautical Information Services Division publishes one-half of all the data collected in their daily National Flight Data Digest (NFDD). The NFDD is the single source in the U.S. for all civil charts and civil flight publications published by U.S. Government mapmakers and private industry mapmakers. No complex analytical techniques are used. The NFDD is published daily, and from it are derived several civil charts and pilot handbooks, all having different chart publication dates. For example, a complete set of the Airport/Facility Directory is published every eight weeks and individual sectional aeronautical charts are produced at alternating time intervals every six months.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate

FAA Forms 5010-1 and 5010-2 are computer generated. FAA Forms 5010-3 and 5010-5 are recurring, nonchanging forms that are printed and stocked for continuous use. When the supply gets low, new forms are ordered from the DOT warehouse. It would not be cost effective to destroy unused, dated stock.

18. Certification for Paperwork Reduction Act Submissions

There are no exceptions to this certification.