U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

ORDER
1110.119M

09/17/10

SUBJ: Aviation Rulemaking Advisory Committee (ARAC)

1. Committee's Official Designation (Title). Aviation Rulemaking Advisory Committee (ARAC).

2. Authority. This order renews the ARAC and constitutes its charter. The committee is established in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App.

3. Objectives and Scope of Activities. The committee will provide advice and recommendations to the Federal Aviation Administration (FAA) concerning the full range of the FAA's rulemaking activity. This includes all aviation-related issues, including air carrier operations, airman certification, aircraft certification, airports, and noise.

4. Description of Duties. The ARAC will afford the FAA added opportunities to obtain direct, first-hand information and insight from the substantially affected interests by meeting together, and by exchanging ideas about proposed rules and existing rules that should be changed or eliminated. This advice will enable the FAA to develop better rules. However, the activities of the committee will not circumvent the normal rulemaking and public comment processes. The FAA will fully disclose in the public docket any committee communication on any particular issue and an assessment of the effect of the communication on the development of proposed rules. The committee will undertake only those tasks assigned by the FAA. Neither the committee nor any of its subgroups may assign a task without prior approval by the FAA.

5. Agency or Official to Whom the Committee Reports. The committee reports to the FAA Administrator, through the Associate Administrator for Aviation Safety, AVS-1. The administrator is the sponsor of the committee.

6. Designated Federal Officer. The Director of Rulemaking shall serve as the Executive Director of the committee and is the Designated Federal Officer (DFO) required by the Federal Advisory Committee Act.

7. Support. The Office of Rulemaking shall provide the support for the committee.

8. Estimated Annual Operating Costs and Staff Years. The estimated annual operating cost (including pro rata share of salaries of DOT employees) is $50,000. The committee will require the support of approximately .25 employee-years. The Office of Rulemaking shall provide staff support for the committee.

9. Administration. Compliance with FACA requires specific communication and documentation.

a. The DFO/Executive Director of this committee shall:

(1) Determine, with the approval of the sponsor, when a meeting is required and where it is to be held.

(2) Formulate and approve an agenda for each meeting, which will be published in the Federal Register.

(3) Notify all members of the time, place, and agenda for any meeting.

(4) Ensure that a full-time salaried FAA official is present at all meetings and is authorized to adjourn the meeting whenever doing so would be in the public interest.

(5) Maintain all committee files and records.

b. Minutes must be kept of each advisory committee meeting. The chairperson of the committee must certify that the minutes are accurate. The minutes must include:

(1) The time, date, and place of the meeting.

(2) A list of all attendees at the meeting.

(3) A complete and accurate description of matters discussed and conclusions reached.

(4) Copies of all reports received, issued, or approved by the advisory committee.

(5) A description of public participation, including a list of the members of the public who presented oral or written statements, and an estimate of the number of members of the public who attended the meeting.

c. Timely notice of committee meetings must be published in the Federal Register at least 15 calendar days before the meeting, except in exceptional circumstances, and then the reasons for giving less than 15 days notice must be included in the meeting announcement published in the Federal Register.

10. Estimated Number and Frequency of Meetings. The committee will meet as needed to address issues elevated for consideration by the Executive Committee. The Executive Committee will conduct approximately minimum of two public meetings per year, with additional meetings scheduled as necessary. Approximately 10 meetings, including those for Aeronautical Technical Subject Areas, are held annually.

11. Membership and Designation.

a. The Aviation Rulemaking Advisory Committee consists of approximately 55 member organizations selected by the FAA as most representative of the various viewpoints of those impacted by FAA regulations. The organizations provide a membership fairly balanced in terms of points of view of those represented and the functions to be performed by the committee. The committee is composed of organizations representing air carriers, airports, flight attendants, manufacturers, pilots, public interest and advocacy groups, repair stations, and consumer groups. Members shall serve in a representative capacity. The Associate Administrator for Aviation Safety will designate members of the committee and the Executive Committee. Alternate Executive Committee members may be appointed when necessary. The Administrator, through the Associate Administrator for Aviation Safety, will designate the Chairperson and the Vice Chairperson. They will serve 2-year terms. The membership may change to accommodate unforeseen circumstances.

b. The European Aviation Safety Agency (EASA) and Transport Canada Civil Aviation will act as non-voting members of the Aviation Rulemaking Advisory Committee. If any voting or non-voting member organization holds a minority position on any issue, the position will be included as part of the recommendation or identified in the letter transmitting the recommendation. Civil Aviation Authorities from other governments may be considered for non-voting status on ARAC upon request.

c. To ensure that the recommendations of the committee have taken into account the needs of diverse groups served by the Department, membership shall include, to the extent practicable, individuals and/or organizations to represent minorities, women, and persons with disabilities.

d. The Executive Committee provides the overall administrative oversight of the Aviation Rulemaking Advisory Committee. The Executive Committee consists of a chairperson; a vice chairperson; the Executive Director of the committee; assistant chairpersons representing aeronautical technical subject areas (presently, air carrier operations, maintenance, occupant safety, general aviation certification and operations, noise, aircraft certification, airport certification, transport airplane and engine, rotorcraft, and training and qualifications); two public interest representatives; a representative from the Office of Aviation Policy and Plans; and a representative from the Office of the Chief Counsel.

e. Members of the committee serve without compensation. Transportation and per diem expenses may be paid when necessary and appropriate.

12. Subcommittees. There are no subcommittees.

13. Recordkeeping. Subject to the conditions of the Freedom of Information Act, 5 U.S.C. § 552, the records, reports, transcripts, minutes, and other documents that are made available to, or prepared for or by, the committee will be available for public inspection and copying at the Office of Rulemaking, Federal Aviation

Administration, 800 Independence Avenue, SW., Washington, D.C. 20591. Fees will be charged for information furnished to the public in accordance with the fee schedule published in Part 7 of Title 49, Code of Federal Regulations.

14. Duration. This order cancels Order 1110.119L, Aviation Rulemaking Advisory Committee, dated September 3, 2008. The new order 1110.119M is effective for 2 years beginning September 17, 2010, which is the filing date of this charter.

15. Termination. This charter will terminate on September 17, 2012 unless renewed prior to this date.

16. Filing Date. September 17, 2010 SEP 1 7 2010

J. Randolph Babbitt
Administrator