

Memorandum

February 24, 2014

To: Victoria A. White, COO
From: Martha Michels *mm*
Subject: Updated FESHM Chapter 9030 – Aviation Safety Policy and Procedures

Changes to FESHM Chapter 9030 are:

- Main and subparagraphs were numbered down to 3 levels for ease of reference.
- Links were proved for forms and manuals.
- Notifications Table was updated.
- The Aviation Subcontractor Certification letter form required from the CAS provider was rendered obsolete. The DOE spreadsheet from the Office of Aviation Management provides users with names of CAS providers screened and approved by DOE Headquarters.
- The Fermilab Assoc. of Rocketry no longer exists, all references were deleted.
- The Reports requirement is clarified regarding the calendar used. A deadline for turning the report in to the Fermilab directorate was also entered.
- The flow down of requirements to be added to purchase requisitions is included as Appendix 3 to implement DOE O 440.2 Series – Aviation Management and Safety and the DOE Chicago Office Aviation Implementation Document (AID).

This chapter went out for lab-wide review. After Directorate approval, please return this approval page to Jody Federwitz at MS119 for posting on the web.

Encl.

Recommended for Approval:

V A White

Victoria A. White, COO

3/4/13

Date

Approved:

N S Lockyer

Nigel S. Lockyer, Director of Fermilab

3/17/14

Date