



Federal Aviation Administration (FAA)  
Airports Division, Southwest Region

## Airport Compliance Surveillance Program Sponsor Self-Certification Report

AIRPORT NAME \_\_\_\_\_

AIRPORT OWNER \_\_\_\_\_

Instructions to the Airport Owner:

- Before completing the attached questionnaire, read and understand the enclosed "Guide to Sponsor Obligations."
- Complete the Self-Certification Report, referring to corresponding paragraphs of the "Guide" before answering each question to ensure all applicable areas are considered.
- Include narrative comments as attachments.
- Type your name, **sign** and date the certification below and return to:

Manager, Airports Division  
Federal Aviation Administration (FAA)  
Southwest Region  
ASW-600  
Fort Worth, TX 76193

I hereby certify that as a duly appointed representative of the Airport, the information contained in this Airport Compliance Surveillance Program Sponsor Self-Certification Report is true and correct.

Date \_\_\_\_\_

Name \_\_\_\_\_  
*(Typed Name and Signature of Authorized Official of the Airport)*

Title \_\_\_\_\_

Telephone No. \_\_\_\_\_



**PLEASE COMPLETE ALL ITEMS. YOU MAY USE N/A IF THE ITEM IS NOT APPLICABLE TO YOUR AIRPORT.**

Your airport's applicable sources of obligations are:

Surplus Property Conveyances (Reg 16 and P.L. 289) \_\_\_\_\_

Section 16/23/516 Property Conveyances \_\_\_\_\_

Federal Grant Sponsor Assurances \_\_\_\_\_

Other \_\_\_\_\_

**A. MAINTENANCE OF THE AIRPORT (Paragraph b of the Guide)**

1. Is the airport inspected on a regular schedule? \_\_\_\_\_  
Weekly? \_\_\_\_\_ Monthly? \_\_\_\_\_ Other? \_\_\_\_\_

2. Are sponsor-owned visual landing aids (VASI, REILS, etc.) checked and calibrated on a regular schedule, at least quarterly? \_\_\_\_\_

Date of last calibration? \_\_\_\_\_

By whom? \_\_\_\_\_

3. Physical condition for following facilities is: (Good, Fair, Poor)

a. Paving \_\_\_\_\_

b. Nav-aids \_\_\_\_\_

c. Others \_\_\_\_\_

4. Are realistic measures being followed to preserve physical condition of paving, lighting, grading, marking etc.? (See Attachment B) \_\_\_\_\_

Explain: \_\_\_\_\_

5. Do you have a pavement maintenance program in place, with records to support maintenance activities? (See Attachment B) \_\_\_\_\_

Explain: \_\_\_\_\_

**B. APPROACH PROTECTION (Paragraph d of the Guide and see attached Form 5010-1, Airport Master Record, items 50-58, Obstruction Data, and/or Obstruction Chart, as appropriate).**

1. If obstructions are indicated:

a. Are the obstructions on land under the control of the airport (owned in fee or easement)? \_\_\_\_\_

b. What plans are there for removing the obstructions? \_\_\_\_\_

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c. If no plans for removal, why? \_\_\_\_\_

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2. Are there obstructions (natural or manmade) existing which are not reflected on the Airport Master Record, FAA Form 5010-1? \_\_\_\_\_ If yes, explain

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C. USE OF AIRPORT PROPERTY (Paragraphs h & i of the Guide)

1. Is each area of land being used for the purpose intended by grant agreement or land conveyance? \_\_\_\_\_

2. If yours is a surplus property airport, are all areas of surplus property land which are being used for NON AERONAUTICAL purposes producing income at fair market value?

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3. What kind of documentation is maintained to support the lease amounts?

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4. Has FAA approved in writing each area of SURPLUS airport property which has been disposed of or sold? \_\_\_\_\_

4a. Do you maintain a separate account of sale proceeds from released land? \_\_\_\_\_ If so, please provide the amount of the account balance \$ \_\_\_\_\_ and identify your plans for use of these funds:

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5. Are any areas of GRANT ACQUIRED LAND being used for non aeronautical purposes? \_\_\_\_\_ If yes, explain. \_\_\_\_\_

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D. USE OF REVENUES (Paragraph k of the Guide)

1. Is income from airport operations and revenue-producing property fully accounted for? \_\_\_\_\_ If no, why not?

2. Are records adequate to show what use is made of airport revenue (or to reserve it for airport purposes)? \_\_\_\_\_ If no, why not? \_\_\_\_\_

3. Is all revenue produced on the airport applied toward the operation, maintenance, and development of the airport? \_\_\_\_\_  
If not, please provide specific information regarding use of such funds.

4. Is airport revenue utilized for the payment of non-airport City personnel salaries? \_\_\_\_\_ If so, is the airport deducting the amount of such non-airport salaries from their payment to the City under the cost allocation plan? \_\_\_\_\_

5. What evidence is available to support that the appropriate deduction to the cost allocation plan has been made?

6. What controls are utilized to insure that such a deduction is made?

E. EXCLUSIVE RIGHTS (Paragraph a of the Guide)

1. Has any operator been granted an exclusive right to conduct an aeronautical activity on the airport? \_\_\_\_\_

2. Are there any complaints of discrimination, based on exclusive use pending on your airport? \_\_\_\_\_

3. Have any requests to conduct an aeronautical activity on the airport been denied? \_\_\_\_\_ If yes, explain. \_\_\_\_\_

F. CONTROL AND OPERATION OF THE AIRPORT (Paragraphs c, f, m & n of the Guide)

1. Is the airport available to the public under fair, equal, reasonable, and nondiscriminatory conditions? \_\_\_\_\_

2. Describe steps routinely taken to ensure safety of aircraft and persons?  
\_\_\_\_\_  
\_\_\_\_\_

3. Are airport facilities operated at all times in a safe and serviceable condition?  
\_\_\_\_\_

4. Is the airport ever temporarily closed for non-aeronautical purposes? \_\_\_\_\_  
If so, explain when and the reason. \_\_\_\_\_  
Was this coordinated with Airports Division prior to closing? \_\_\_\_\_

5. Has the airport owner entered into any agreement that deprives him of ability to carry out obligations to the U.S.? \_\_\_\_\_

6. For airports obligated under Federal grant programs, does the fee and rental structure provide for making the airport as self-sustaining as possible under circumstances existing at the airport? \_\_\_\_\_ Is documentation maintained to support lease amounts?  
\_\_\_\_\_

**G. CONFORMITY TO AIRPORT LAYOUT PLAN (Paragraph g of the Guide)**

1. Do you have a copy of the latest approved ALP? \_\_\_\_\_ Dated: \_\_\_\_\_

2. Is it being kept current? \_\_\_\_\_

3. Is all development in conformance to the approved ALP? \_\_\_\_\_

If not, explain. \_\_\_\_\_  
\_\_\_\_\_

**H. CONTINUING SPECIAL CONDITIONS (Paragraphs j.4 & k.4 of the Guide)**

1. If your location has received an FAA grant to acquire land for noise compatibility or future aeronautical use, interim income from such land MAY be required to be used ONLY for work which would be eligible under a grant, and may not be used for matching funds as your share of a grant. Is your location affected by such a requirement?  
\_\_\_\_\_

If so, what is the status of such funds? \_\_\_\_\_  
\_\_\_\_\_

2. Describe any other special conditions included in a grant agreement which remain in effect after the grant was closed. \_\_\_\_\_

\_\_\_\_\_  
If so, what actions have you taken? \_\_\_\_\_

I. DISPOSAL OF GRANT ACQUIRED LAND (FAAP/ADAP/AIP)

(Paragraph j of the Guide)

1. Was any airport land sold or otherwise disposed of without FAA approval?

\_\_\_\_\_ Amount received? \_\_\_\_\_

2. Has FAA approval been obtained for use of all or a portion of the proceeds realized from sale of grant acquired land? \_\_\_\_\_ Date? \_\_\_\_\_

Amount? \_\_\_\_\_

J. COMPATIBLE LAND USE (Paragraph e of the Guide)

1. What actions have been taken to restrict use of lands in the vicinity of the airport to activities and purposes compatible with normal airport operations?

\_\_\_\_\_  
\_\_\_\_\_

2. Are all land uses in the vicinity of the airport OVER WHICH SPONSOR HAS JURISDICTION compatible with airport use? \_\_\_\_\_ If not, please explain.

\_\_\_\_\_

K. FAA FORMS 7460-1 & 7480-1 (See attached forms)

1. Are you aware of when it is required to submit FAA Form 7460-1, Notice of Proposed Construction or Alteration and Form 7480-1, Notice of Landing Area Proposal?

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