

**Summary Report for Individual Task  
011-143-4007  
Process Terminal Instrument Procedures (TERPS) Request  
Status: Approved**

---

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

**Condition:** Given airfield data, commander's airframe, mission requirements and access to appropriate publications. Some iterations of this task should be performed in MOPP.

**Standard:** Consolidate and verify TERPS data IAW FAAO 8260.15 and TC 3-04.81, and local tactical SOP (TSOP) for submission to the ATASM/Platoon Leader for further review.

**Special Condition:** None

**Special Standards:** None

**Special Equipment:**

**Safety Level:** Low

**MOPP:** Sometimes

<b>Task Statements</b>
------------------------

**Cue:** You must provide the required information in order to construct instrument approach procedures.

**DANGER**

None

**WARNING**

None

**CAUTION**

None

**Remarks:** None

**Notes:** None

## Performance Steps

1. Consolidate TERPS data from applicable Facility Chiefs.
2. Verify TERPS data is complete.
3. Submit TERPS data to ATASM for further review.
4. Coordinate with ATSCOM or United States Army Aeronautical Services Agency (USAASA) to forward to the FAA agency after packet review for flight inspection.

(Asterisks indicates a leader performance step.)

**Evaluation Preparation:** Setup: This task should be done in an actual environment but may be simulated by the supervisor. Provide the Soldier with the airport TERPs data information needed for request packet.

Brief Soldier: Inform the Soldier to produce a TERPS packet with all collected data provided. Complete the packet IAW TC 3-04.81 and FAA 8260.15 Appendix 1.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Consolidated TERPS data from applicable Facility Chiefs IAW unit SOP.			
2. Verified TERPS Data is complete IAW FAAO 8260.15, Appendix 1.			
3. Submitted TERPS documentation to ATASM for further review IAW unit SOP.			
4. Coordinate with ATSCOM or United States Army Aeronautical Services Agency (USAASA) to forward to the FAA agency after packet review for flight inspection.th ATSCOM or FAA agency after packet review for flight inspection.			

### Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	AR 95-2	AIRSPACE, AIRFIELDS/HELIPORTS, FLIGHT ACTIVITIES, AIR TRAFFIC	No	No
	FAAO 8260.15	United States Army Terminal Instrument Procedures Service (Use Current Version)	Yes	No
	TC 3-04.81(FM 3-04.303)	Air Traffic Control Facility Operations, Training, Maintenance, and Standardization	No	No

**Environment:** It is the responsibility of all Soldiers and DA civilians to protect the environment, and to participate in the Army's Environmental Management System (EMS) at the installation where they are assigned. The key points of an EMS are:

- a. We are committed to the prevention of pollution.
- b. We are committed to meeting all applicable legal and regulatory requirements.
- c. We will strive for continual improvement in environmental management.

A sustainable installation will use resources wisely to support the current mission, without compromising the ability to accomplish future missions.

Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment and reduce waste during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects.

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Composite Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines

**Prerequisite Individual Tasks :** None

**Supporting Individual Tasks :**

Task Number	Title	Proponent	Status
011-143-3023	Coordinate the collection of Terminal Instrument Procedures Data	011 - Aviation (Individual)	Approved

**Supported Individual Tasks :**

Task Number	Title	Proponent	Status
011-143-0036	Operate the Air Traffic Navigation, Integration, and Coordination System (ATNAVICS), AN/TPN-31	011 - Aviation (Individual)	Obsolete

**Supported Collective Tasks :**

Task Number	Title	Proponent	Status
01-1-7530	Coordinate Flight Checks of Air Traffic Services (ATS) Facilities and Nav aids	01 - Aviation/Aviation Logistics (Collective)	Approved
01-4-7523	Install the AN/TPN-31 (ATNAVICS)	01 - Aviation/Aviation Logistics (Collective)	Approved

**ICTL Data :**

ICTL Title	Personnel Type	MOS Data
15Q AIR TRAFFIC CONTROL ICTL (Consolidated)	Enlisted	MOS: 15Q