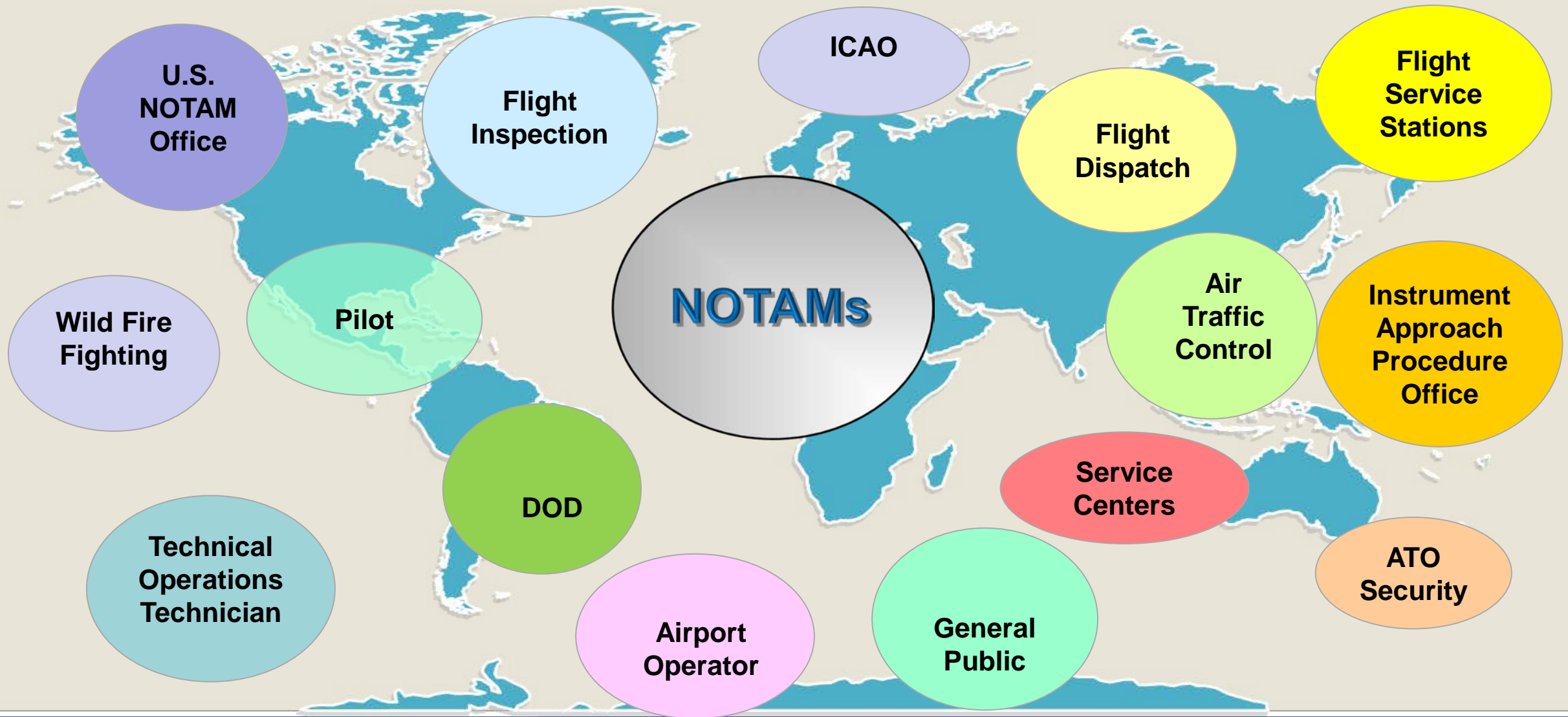# NOTAMs
Back to Basics: Airports

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NOTAMs Affect All Users of the NAS

NOTAM

A NOTAM is a notice containing information essential to personnel concerned with flight operations but not known far enough in advance to be publicized by other means. NOTAMs concern the establishment, condition, or change of any component (facility, service, procedure, or hazard) in the NAS. They must state the abnormal status of a component of the NAS — not the normal status.

In 1947, it was agreed to begin issuing NOTAMs via telecommunications. NOTAMs were modeled after Notice to Mariners, which advised ship captains of hazards in navigating the high seas.

NOTAM Contractions

NOTAMs have a unique language characterized by the use of specialized contractions.

Contractions are imperative to the NOTAM structure because they make communication more efficient and allow computer systems to parse important words.

The International Civil Aviation Organization (ICAO) is the leading authority for standardizing contractions in the international aeronautical community. If there is no ICAO contraction, plain language is used.

Reference: FAA Order JO 7340.2, *Contractions*, the manual for commonly used contractions
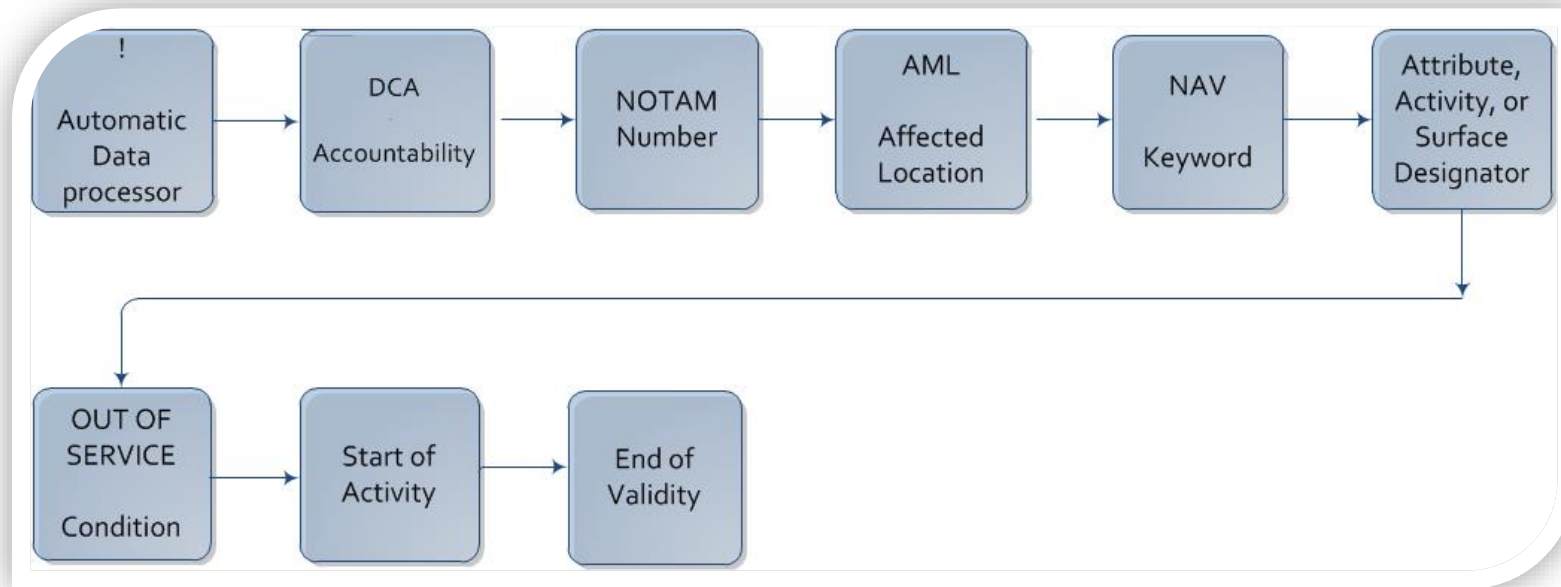Contractions Manual

Building Blocks of a NOTAM

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NOTAM Components

All NOTAMs follow a specific format, which includes several required elements.

!DCA 06/005 AML NAV VOR/DME U/S YY06082230-YY06302200

! The exclamation mark serves an automated data processing function and has no bearing on the contents or meaning of the NOTAM

NOTAM Components

The graphic on the previous page shows the mandatory elements of each NOTAM. Several additional elements may be included "when needed."
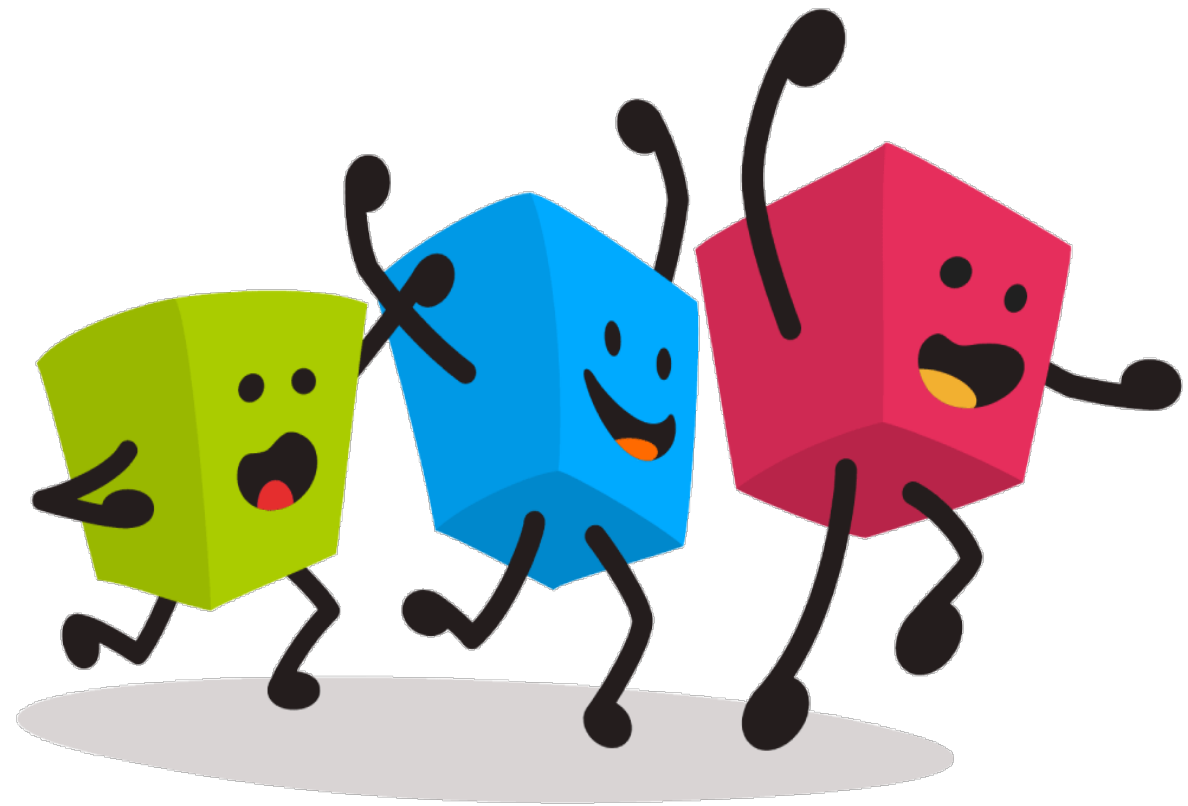
The slides with "when needed" in the title show optional components in their proper placement in the NOTAM structure, but those components may or may not be used.

NOTAM Components: Accountability and Number

!DCA 06/005 DCA TWY P
LOCATION SIGN
NORTHWEST SIDE
MISSING YY06082230-
YY06302200

Examples of the identifier of the accountability location:

- Facility (DCA airport)
- GPS (Global Positioning System)
- CARF (Central Altitude Reservation Function)
- FDC (Flight Data Center)
- SUA (Special Use Airspace)

The accountability is a geographic tag used for internal FAA logging and is found in the Chart Supplement (formerly known as the Airport/Facility Directory (A/FD)) under RADIO AIDS TO NAVIGATION: NOTAM FILE XXX.

The NOTAM number (MM/NNN), comes after the accountability; MM is the two-digit month, and NNN is the three-digit number, ranging from 001 to 999.

Note - since the NOTAM number contains month and not year, the NOTAMs don't necessarily appear in chronological order.

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NOTAM Component: Location Identifier

The location identifier is the affected facility or location that appears after the NOTAM number, including:

- Airport
- Navigational Aid (NAVAID)
- Air Route Traffic Control Center (ARTCC)

!IAD MM/NNN **IAD** TWY J BTN TWY F AND TWY J5 CLSD YY06082230-YY06302200

Note: When the location occupies more than one ARTCC (e.g. an approach control or an airspace) a separate NOTAM will exist for each affected ARTCC

NOTAM Components – Keywords

Include one of the following keywords most commonly used by airport operators:

- RWY - Runway
- TWY - Taxiway
- AD - Aerodrome
- OBST - Obstruction
- NAV - Navigation
- COM - Communication
- SVC – Services
- APRON
- AIRSPACE

!DCA MM/NNN DCA **APRON** TXL A1
CLSD YY06082230-YY06302200

Note: For a listing of all the keywords used in the NOTAM System, refer to FAA Order 7930.2.

NOTAM Examples

…COM CTAF 122.725 CHANGED TO 123.075…

…RWY 03/21 CLSD…

…AIRSPACE AEROBATIC ACFT WI AN AREA DEFINED AS 1NM RADIUS OF FSO SFC-3500FT DLY 1600-1700…

…TWY F EDGE LGT U/S…

…OBST TOWER LGT (ASR 1050171) 383430.80N0844921.70W (18.9NM ESE 8I1) 1229FT (289FT AGL) U/S…

NOTAM Components: Attribute, Activity or Surface Designator

!IAD MM/NNN IAD SVC **SMR** U/S
YY06082230-YY06302200

In the above example, the surface movement radar (attribute) is out of service for a specified period of time. Notice the attribute follows the keyword.

However, when using the keywords RWY, APRON or TWY a surface designator must follow the keyword.

Example: …RWY 03 CLSD…and…APRON MAIN RAMP CLSD… and…TWY DB OPN…

NOTAM Components (When Needed): Surface Segment

!CRW MM/NNN CRW TWY B **BTN RWY 05/23 AND TWY A** CLSD YY04230400-YY05230400

This indicates a portion of the surface, instead of the entire surface segment.

Example:

…SOUTH 100FT…
…BTN TWY C AND TWY B…
…NORTH OF RWY 09/27…

NOTAM Components (When Needed): Facility, Feature, Service, System, and/or Components Thereof

!MLB MM/NNN MLB RWY 27
HLDG PSN SIGN FOR RWY 18/36
NOT LGTD…

Examples:

…HLDG PSN SIGN…

…ILS LOC…

Common Issue

Both taxiways and runways have HLDG PSN SIGN
Example:
…RWY 01 HLDG PSN SIGN NOT LGTD…

Where is this sign? On the runway as it says, or on the taxiway holding short of RWY 01?

Best Practice

When originating a NOTAM, use the keyword that matches the location of the sign—where the pilot will be sitting when he or she sees this sign.

To avoid confusion with runway holding position signs, ALWAYS include the crossing runway.

Example:

…TWY A HLDG PSN SIGN…

The pilot is on TWY A holding short of RWY 01/19

Example:

…RWY 01 HLDG PSN SIGN FOR RWY 09/27…

The pilot is on runway 01 holding short of RWY 09/27

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NOTAM Components (When Needed): Location Description

!ABC MM/NNN ABC RWY 02 **FIRST 1000FT** CLSD EXC TAX YY08070500-YY08181315

This is an explanation that helps better define the location of the issue.
Example:

…WIP MOWING LEFT SIDE APCH END RWY 10...

…SOUTHEAST SIDE FOR RWY 13L/31R…

… APRON MAIN RAMP N 123FT CLSD…

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NOTAM Components: Condition

!LGB MM/NNN LGB RWY 08L/26R
OPN TUE-SAT 0500-1315
YY08070500-YY08181315

U/S – UNSERVICEABLE (formerly OUT OF SERVICE)
OPN – OPEN
ACT – ACTIVE
CLSD – CLOSED

Example:
…NAV ILS RWY 09 HUGGY LOM U/S…
…RWY 14/32 CLSD…

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NOTAM Components (When Needed): Remarks

Remarks are any additional pieces of information that might benefit the pilot.

!BDL MM/NNNN BDL RWY 06/24 CLSD **EXC 30MIN**
PPR 123.4/860-627-3001…

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NOTAM Components (When Needed): Schedule

SUN	MON	TUE	WED
MAY 14, 0000-2359	MAY 15	MAY 16	MAY 17

2200-0900   2200-0900   2200-0900
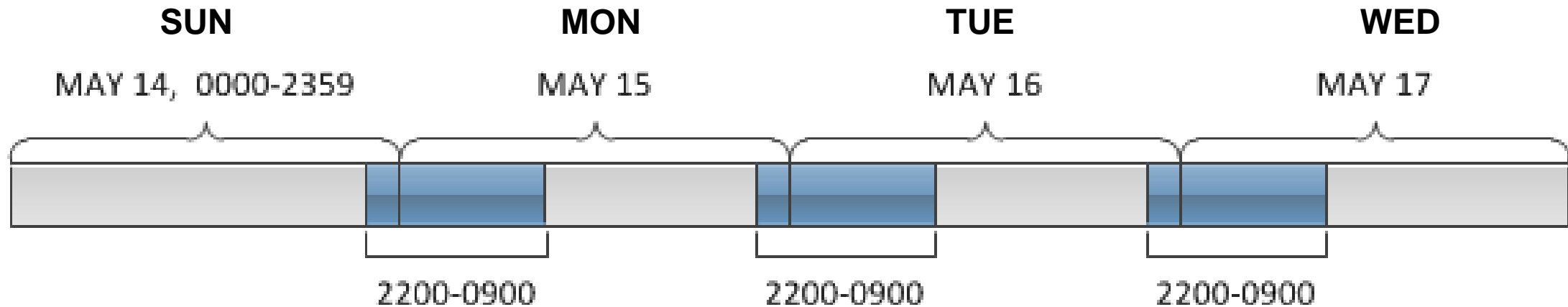
Specified in the element before the Start of Activity

Example:
!MIV MM/NNNN EVY RWY 11/29 CLSD **DLY 2200-0900** *YY05142200-YY05170900*

Explanation: The runway is closed between 2200 and 0900 each day starting on Sunday May 14, and ending on Wednesday May 17.

Common Issue

Best Practice

How to determine the schedule within the valid times when the first day is different from the rest?

Ensure the schedule times match the Start of Activity and End of Validity times.

Note: If the times don't match, issue 2 separate NOTAMs.

PERM NOTAMs advertise a permanent condition to be published in a publication, chart or database. If the End of Validity time is not known estimate using a 10 digit date-time group.

NOTAM Components: Start of Activity/End of Validity

!DCA MM/NNN DCA TWY D BTN
RWY 04/22 AND TWY J CLSD
YY06082230-YY06302200

A 10-digit date-time group (YYMMDDHHMM) UTC indicating:

The date/time at which the NOTAM comes into or a condition will begin

The time when the NOTAM ceases to be in force and becomes invalid, including the expected time of return to service, return to normal status, or the end of the activity.

Common Issue

Misunderstanding the use of "estimated" (EST)

Best Practice

Use EST when the condition may finish and resume normal operations earlier than anticipated.

All NOTAMs (except PERM) will auto-cancel at the End of Validity.

A NOTAM is not valid past its End of Validity time and must not be used for navigation purposes.

Verify the accuracy of NOTAMs on a daily basis.

Classification of NOTAMs

NOTAM D

*!DAY 07/030 DAY TWY K HLDG PSN SIGN
NOT LGTD YY07280307-YY08072200*
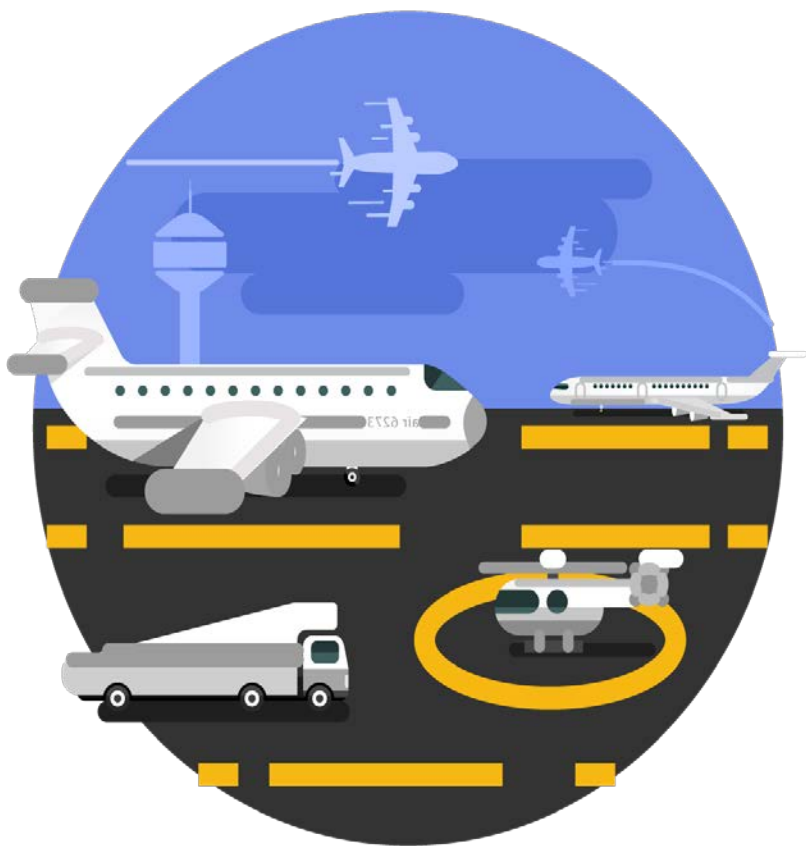
NOTAM Ds contain information concerning the establishment, condition, or change of any:

- Aeronautical facility
- En Route NAVAIDS
- Services
- Procedures
- Hazards
- Civil public-use airports listed in the U.S. Chart Supplement

NOTAM Ds are numbered consecutively each month by the NOTAM System starting with 001 for each accountability. The example shows the 30th NOTAM issued for the month of July for the DAY accountable location.

Common Issue

The time it takes a NOTAM to process from origination to the end user is not immediate.

Best Practice

The airport should coordinate the activity with the overlying Air Traffic facility.

Technical Operations should coordinate the activity with the facility before implementing.

Pointer NOTAM

NOTAM D issued to point to additional aeronautical information such as another NOTAM, Chart Supplement or Traffic Management Program.

The keyword in the pointer NOTAM must match the keyword in the original NOTAM.

Original:
!ENA 08/105 ZAN OBST POWER LINES (ASN 2015-AAL-127/128/129/OE) ANN265037 (HEAD OF HETTA INLET) 304FT (92FT AGL) NOT CHARTED YY08311654-PERM

Pointer:
!HYG 08/003 HYG OBST SEE ZAN 08/105 POWER LINES NOT CHARTED YY08311700-PERM

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Field Condition (FICON) NOTAM

A FICON NOTAM contains information on the surface conditions of landing runways, taxiways and aprons.

Example:
…RWY 01 FICON 1/2/2 100 PCT ICE, 100 PCT 1IN SLUSH, 100 PCT 1IN SLUSH…

Explanation: Runway 01 is the landing runway. The RWY Condition Code is 1/2/2. The first third is covered with between 91-100% ice. The remaining two-thirds are 100% covered in one inch of slush.

Notice to Airmen Publication (NTAP)

Most changes to the NAS that require NOTAMs are known in advance and carried in FAA publications. Other changes, not known in advance, are carried in the Notices to Airmen publication (NTAP) and/or the Service A telecommunications system as a NOTAM D item.

Frequently Asked Questions

Q1) What does the NOTAM format look like?
A1) See examples in the FAA Order 7930.2, *Notices to Airmen*; the Advisory Circular; and samples on the e-NOTAM II (ENII) website.

Q2) How do I access NOTAMs on the FAA website?
A2) They are fully accessible via NOTAM Search (see reference slide)
    a) A search can be conducted on location, free text, geographical radius, or flight path.
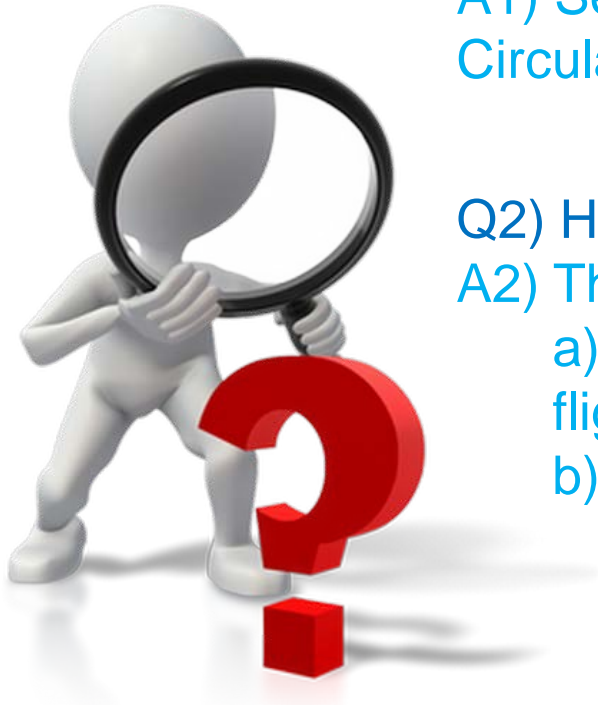   b) Historical NOTAMs can be seen using the archive function:
        1) The NOTAM history goes back five years.
        2) You must provide a specific location on a specific date.

Q3) Why do all NOTAMs have a start/stop time?
A3) Until Further Notice (UFN) and With Effect From (WEF) have been replaced with the ICAO Start of Activity/End of Validity.

Frequently Asked Questions

Q4) When is the term "PERM" (permanent) used as the End of Validity?
A4) When NOTAM content is to be published in the U.S. Chart Supplement or other publication.

Q5) How can I find out more about crane operations
A5) Utilize the OE/AAA website at OEAAA Portal to have a better situational awareness at airports.

Q6) I'm the NOTAM Originator. What do I do when a NOTAM condition still exists, but the NOTAM is about to expire?
A6) The NOTAM Originator has the responsibility to ensure the NOTAM is replaced with a new End of Validity time. If a NOTAM drops out of the system, the end user will assume the situation rectified itself and is back to normal operations.

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References

Internet Resources:

NOTAM Search: https://notams.aim.faa.gov/notamSearch/

National Flight Data Center Homepage: https://nfdc.faa.gov/xwiki/bin/view/NFDC/WebHome

Flight Service Homepage: www.faa.gov/go/flightservice

Flight Service Flight Briefing Website: www.1800wxbrief.com

Current Temporary Flight Restrictions: http://tfr.faa.gov

Flight Service ENII System: https://notams.aim.faa.gov/en2/

GPS Notices: https://www.faasafety.gov/SPANS/notices_public.aspx

OEAAA Portal: https://oeaaa.faa.gov/oeaaa/external/portal.jsp

FAA Documents:

The Aeronautical Information Manual (AIM) contains important NOTAM governance for pilots.

FAA Order 7930.2, *Notices to Airmen*, provides guidance for FAA users.

Advisory Circular (AC) 150/5200-28, NOTAMs for Airport Operators, provides information to the airport operator.

FAA Order JO 7340.2G, *Contractions*, contains guidance on appropriate abbreviations for NOTAM writing.

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