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U.S. Department
of Transportation
**Federal Aviation
Administration**

Mission Support Services
800 Independence Avenue, SW
Washington, DC 20591

APR 18 2016

Mr. John Greenewald
[REDACTED]
[REDACTED]

Dear Mr. Greenewald:

This letter responds to your Freedom of Information Act (FOIA) request, 2016-005151, dated April 12. Your request sought copies of FAA documents that deal with or mention Unidentified Flying Objects.

A search was performed by Mission Support Services and enclosed are four pages of records responsive to your request. If you owe fees for the processing of this request, an invoice containing the amount due and payment instructions will be enclosed.

Sincerely,

for Elizabeth L. Ray
Vice President, Mission Support Services
Air Traffic Organization

Enclosures

From: john@greenewald.com
To: [Z-AWA-ARC-FOIA \(FAA\)](#)
Subject: Request under the Freedom of Information Act, 5 U.S.C. § 552
Date: Tuesday, April 12, 2016 7:11:43 PM

John Greenewald

[REDACTED]
[REDACTED]
April 12, 2016

*Federal Aviation Administration
Federal Aviation Administration
National Freedom of Information Act Staff, AFN-140*

FOIA Coordinator:

This is a request under the Freedom of Information Act. I request that a copy of the following documents (or documents containing the following information) be provided to me:

To whom it may concern, This is a non-commercial request made under the provisions of the Freedom of Information Act 5 U.S.C. § 552. My FOIA requester status as a "representative of the news media." I am a freelance television producer often working on documentaries related to my FOIA requests, my work is commonly featured throughout major news organizations, and I freelance writer for news sites as well. Examples can be given, if needed. I prefer electronic delivery of the requested material either via email to john@greenewald.com or via CD-ROM or DVD via postal mail. Please contact me should this FOIA request should incur a charge. I respectfully request a copy of records, electronic or otherwise, of ALL FAA manuals, regulations and publications - that deal with, or mention, Unidentified Flying Objects (UFOs) and/or Unidentified Aerial Phenomena and/or Unexplained Phenomena, and/or any other derivative that may be used the your agency. This would include, but not be limited to, all manuals, publications and/or instructions that pertain to pilots (commercial or otherwise), Air Traffic Controllers, or employees of the FAA. Thank you so much for your time, and I am very much looking forward to your response. Sincerely, John Greenewald, Jr. [REDACTED]

In order to determine my status to assess fees, you should know that my fee category is:

a representative of the news media.

The maximum dollar amount I am willing to pay for this request is \$20. Please notify me if the fees will exceed \$25.00 or the maximum dollar amount I entered.

Thank you for your consideration of this request.

Sincerely,

Mr. John Greenewald

Phone: [REDACTED]
Fax: [REDACTED]
john@greenewald.com

Form URL: https://www.faa.gov/foia/email_foia/review/
Remote host: 155.178.201.21
User agent: Mozilla/5.0 (Windows NT 10.0; WOW64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/49.0.2623.110 Safari/537.36



U.S. Department
of Transportation
**Federal Aviation
Administration**

December 10, 2015

Aeronautical

Information

Manual

Official Guide to
Basic Flight Information and ATC Procedures

An electronic version of this publication is on the internet at
<http://www.faa.gov/atpubs>

ATC will not interpret a casual remark to mean that a NMAC is being reported. The pilot should state "I wish to report a near midair collision."

d. Where to File Reports. Pilots and/or flight crew members involved in NMAC occurrences are urged to report each incident immediately:

1. By radio or telephone to the nearest FAA ATC facility or FSS.
2. In writing, in lieu of the above, to the nearest Flight Standards District Office (FSDO).

e. Items to be Reported.

1. Date and time (UTC) of incident.
2. Location of incident and altitude.
3. Identification and type of reporting aircraft, aircrew destination, name and home base of pilot.
4. Identification and type of other aircraft, aircrew destination, name and home base of pilot.
5. Type of flight plans; station altimeter setting used.
6. Detailed weather conditions at altitude or flight level.
7. Approximate courses of both aircraft; indicate if one or both aircraft were climbing or descending.
8. Reported separation in distance at first sighting, proximity at closest point horizontally and vertically, and length of time in sight prior to evasive action.
9. Degree of evasive action taken, if any (from both aircraft, if possible).
10. Injuries, if any.

f. Investigation. The FSDO in whose area the incident occurred is responsible for the investigation and reporting of NMACs.

g. Existing radar, communication, and weather data will be examined in the conduct of the investigation. When possible, all cockpit crew members will be interviewed regarding factors involving the NMAC incident. Air traffic controllers will be interviewed in cases where one or more of the

involved aircraft was provided ATC service. Both flight and ATC procedures will be evaluated. When the investigation reveals a violation of an FAA regulation, enforcement action will be pursued.

7-6-4. Unidentified Flying Object (UFO) Reports

a. Persons wanting to report UFO/unexplained phenomena activity should contact a UFO/unexplained phenomena reporting data collection center, such as the National UFO Reporting Center, etc.

b. If concern is expressed that life or property might be endangered, report the activity to the local law enforcement department.

7-6-5. Safety Alerts For Operators (SAFO) and Information For Operators (InFO)

a. SAFOs contain important safety information that is often time-critical. A SAFO may contain information and/or recommended (non-regulatory) action to be taken by the respective operators or parties identified in the SAFO. The audience for SAFOs varies with each subject and may include: Air carrier certificate holders, air operator certificate holders, general aviation operators, directors of safety, directors of operations, directors of maintenance, fractional ownership program managers, training center managers, accountable managers at repair stations, and other parties as applicable.

b. InFOs are similar to SAFOs, but contain valuable information for operators that should help them meet administrative requirements or certain regulatory requirements with relatively low urgency or impact in safety.

c. The SAFO and InFO system provides a means to rapidly distribute this information to operators and can be found at:

http://www.faa.gov/other_visit/aviation_industry/airline_operators/airline_safety/safo and
http://www.faa.gov/other_visit/aviation_industry/airline_operators/airline_safety/info

or search keyword FAA SAFO or FAA INFO. Free electronic subscription is available on the "ALL SAFOs" or "ALL InFOs" page of the website.



**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**
Air Traffic Organization Policy

**ORDER
JO 7110.65W**

Effective Date:
December 10, 2015

SUBJ: Air Traffic Control

This order prescribes air traffic control procedures and phraseology for use by personnel providing air traffic control services. Controllers are required to be familiar with the provisions of this order that pertain to their operational responsibilities and to exercise their best judgment if they encounter situations not covered by it.

Elizabeth L. Ray

Digitally signed by Elizabeth L. Ray
DN: cn=Elizabeth L. Ray, o=Mission Support
Services, ou=Air Traffic Organization,
email=elizabeth.l.ray@faa.gov, c=US
Date: 2015.10.28 09:44:49 -0400

Vice President, Mission Support Services
Air Traffic Organization

OCT 27 2015

Date: _____

Distribution: ZAT-710, ZAT-464

Initiated By: AJV-0
Vice President, System Operations Services

Section 8. Unidentified Flying Object (UFO) Reports

9-8-1. GENERAL

a. Persons wanting to report UFO/unexplained phenomena activity should contact a UFO/unexplained phenomena reporting data collection

center, such as the National UFO Reporting Center, etc.

b. If concern is expressed that life or property might be endangered, report the activity to the local law enforcement department.