ORDER

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

1380.51

11/8/89

SUBJ: PROGRAM TRACKING AND REPORTING SUBSYSTEM

1. PURPOSE. This order establishes the organizational and procedural framework for implementing and maintaining the Program Tracking and Reporting Subsystem (PTRS) and incorporates by reference the PTRS Procedures Manual (PPM).

2. DISTRIBUTION. This order is distributed to the Associate Administrator for Regulation and Certification; to the branch level in the Flight Standards Service, and the Aviation Standards National Field Office; to the Office of Program and Resource Management and to its Safety Information and Technology Division; to the Flight Standards Branch at the FAA Academy; to the Europe, Africa, and Middle East Office Flight Standards Staff; to the branch level in the regional Flight Standards Divisions; to all Flight Standards Field Offices.

3. BACKGROUND.

a. The PTRS is a subsystem of the Flight Standards Automation System (FSAS), an element of the Aviation Safety Analysis System (ASAS), providing computerized forecasting, planning of work programs, scheduling of human resources, tracking and modification of work programs, storage, retrieval, and transmittal of FSAS data within the Federal Aviation Administration (FAA).

b. PTRS enables the Flight Standards Service to manage human resources and work programs in a more effective manner than possible in the past.

c. PTRS provides an automated capability to identify, analyze, and take corrective action on trends affecting aviation safety.

d. A national team developed PTRS to replace the Work Program Management System (WPMS) because of planned hardware replacement and to incorporate new capabilities and enhancements to WPMS resulting from technological advances. The subsystem includes a new national data base with advanced communications capabilities to provide rapid transfer of information.

e. This order expands responsibility for recording technical work program accomplishments and activities using the PTRS to include the National and Regional headquarters levels.

Distribution: A-W(VR/PR)-1; A-W(FS/VN)-3; APR-300 (3 cys); AAC-950 (80 cys); AEU-200 (5 cys); A-X(FS)-3; A-FFS-O (MAX)

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4. IMPLEMENTATION.

a. All levels of the Flight Standards Service will implement and maintain the PTRS in accordance with the procedures and guidelines set forth in the PPM.

b. The Flight Standards Service and regional Flight Standards divisions shall appoint at least two staff members (an operations specialist and an airworthiness specialist) to provide subsystem guidance to headquarters, regional, and field office personnel on a continuing basis. In addition, regional Flight Standards divisions should appoint a person to provide subsystem guidance to administrative personnel.

c. National/regional/division/branch managers and managers of Flight Standards field offices are, in accordance with instructions from the next higher level of authority, responsible for implementing, maintaining, and managing the PTRS. Although divisions, branches, and offices will have latitude in the use of the PTRS, the standardized system shall be maintained in its entirety.

5. AVAILABILITY OF FORMS.

a. FAA Form 8000-36 (Revised), PTRS Data Sheet, is stocked in the FAA Depot and is available through the normal supply channels. Unit of Issue: Sheet; National Stock Number (NSN) 0052-00-893-4000. DO NOT USE PREVIOUS FORMS.

b. The PTRS Data Sheet revises the formerly named WPMS Transmittal Form, FAA Form 8000-36, to comply with the new application software.

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