

The American Association of Airport Executives and the Federal Aviation Administration present the

BASIC AIRPORT SAFETY AND OPERATIONS SPECIALIST (ASOS) SCHOOL

March 28-31, 2010 • Arlington, Virginia • Mtg. #100303



The American Association of Airport Executives (AAAE) and the U.S. Federal Aviation Administration (FAA) are pleased to present the first Basic Airport Safety and Operations Specialist (ASOS) School of 2010, scheduled for **March 28-31 at the Sheraton Suites Old Town Alexandria, Virginia.**

In addition, an Advanced ASOS School is tentatively scheduled for October 17-20, 2010, in Memphis, Tennessee. Once hotel details have been finalized, registration information for these schools will be available approximately three months prior to the meeting dates. The Basic ASOS Schools will last three full days, while the Advanced ASOS School will last two and one-half days.

ASOS schools are specifically tailored for airport personnel responsible for conducting and maintaining the self-inspection programs of public-use and military shared-use airfields throughout the United States. They have become a regular/recurring training program for operations personnel. More than 8,500 public-use and DOD/military airport operations and safety personnel have attended these schools since 1990.

Over the past 18 months, there have been several proposed or implemented changes to key FAA Advisory Circulars affecting compliance with FAR Part 139. Learn about these changes and discuss the rationale with FAA officials. The Basic ASOS School will outline how airports can take proactive steps to implement these new practices and clarify any issues during the transition.

The faculty will include FAA headquarters and regional personnel, officials from the airport community, airline pilots, and others knowledgeable of airport operations and safety matters. This school is one of several options available to airport operators to comply with 139.303 (c-e).

These professional ASOS schools also provide an excellent networking platform for airport operators to meet and exchange ideas to continue to make our airports safer and operationally efficient.

All sessions will take place at the Sheraton Suites Old Town Alexandria. The workshop will begin with a welcome reception and registration on Sunday, March 28, at 5:30 p.m. Sessions will begin daily at 8 a.m. on Monday, March 29 and end at 4:30 p.m. on Wednesday, March 31. Registration fees include the welcome reception, three continental breakfasts, three lunches, coffee breaks and all handouts. Dress is business casual (no ties). Confirmation letters will be e-mailed to attendees.

For further program information, contact Teakoe Coleman, A.A.E., AAEE, at (703) 824-0500, Ext. 173, or e-mail teakoe.coleman@aaae.org. For further registration information, contact Stacey Renfroe, AAEE, at (703) 824-0500, Ext. 196, or e-mail stacey.renfroe@aaae.org.

AGENDA

(subject to change)

SUNDAY, MARCH 28

5:30-6:30 p.m. Registration and Welcome Reception

MONDAY, MARCH 29

7:30-8 a.m. Continental Breakfast and Registration

8-8:30 a.m. Welcome

8:30-10 a.m. General Discussion of FAA Part 139/
NPRM/Introduction to SMS

10-10:15 a.m. Coffee Break

10:15-11:15 a.m. Airport Certification: Introduction to
Airport Certification Manual and
Inspection Applicability

11:15 a.m.-12:30 p.m. New Requirements of Part 139

12:30-1:30 p.m. Lunch

1:30-2:30 p.m. Airport Certificate Holder and FAA
Inspector Responsibilities

2:30-3:30 p.m. FAR Part 139 Training Requirements

3:30-3:45 p.m. Refreshment Break

3:45-4:45 p.m. Types of FAA Inspections

TUESDAY, MARCH 30

7:30-8 a.m. Continental Breakfast and Registration

8-9:15 a.m. Paved/Unpaved Areas and
Safety Areas

9:15-10:30 a.m. Airport Marking, Signing and Lighting

10:30-10:45 a.m. Coffee Break

10:45-11:45 a.m. Aircraft Rescue and Firefighting
(ARFF) Requirements

11:45 a.m.-12:45 p.m. Lunch

12:45-1:45 p.m. Handling/Storage of HAZMAT

1:45-2:15 p.m. Traffic and Wind Indicators

2:15-2:30 p.m. Refreshment Break

2:30-3:15 p.m. Airport Emergency Planning/Airport
Recovery Procedures

3:15-5:30 p.m. Tour of Reagan National or Dulles
International Airport

WEDNESDAY, MARCH 31

7:30-8 a.m. Continental Breakfast and Registration

8-9:15 a.m. Accident Investigation

9:15-9:30 a.m. Coffee Break

9:30-10:45 a.m. Airport Self-Inspection Programs

10:45-11:45 a.m. Pedestrian and Ground Vehicle
Operations

11:45 a.m.-12:45 p.m. Lunch

12:45-1:45 p.m. Wildlife Hazard Management

1:45-2:45 p.m. Airport Condition Reporting

Construction Activities on Airports

Refreshment Break

3-4 p.m. Certificate Holder's Responsibility for
Obstructions, Protection of NAVAIDS
and Public Protection

4-4:30 p.m. Course Critique and Adjournment

Save the Date for the Advanced ASOS
October 17-20 in Memphis, Tennessee

REGISTER ON-LINE!

www.aaameetings.org



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Hotel reservations—Rooms are being held at the Sheraton Suites Old Town Alexandria, 801 North Saint Asaph St, Alexandria, VA 22314, phone (703) 836-4700 and fax (703) 548-4515. All attendees will receive a special rate of \$149 single/double. **Reservations must be made by Friday, March 5, 2010, in order to guarantee this rate.** Reservations made after this date can only be honored on a space available basis. To make your hotel reservations, call the hotel directly at (703) 836-4700 or toll free at (800) 325-3535 and identify yourself as part of the AAAE group. Cancellations must be made by 4p.m. local time 24 hours prior to the date of arrival to avoid one night room and tax charges.

Airline reservations—American Airlines has been selected as the official air carrier for this meeting. Attendees can receive a 5% discount off American's published fares. Rules and restrictions apply. To take advantage of American's special fares, call American Airlines directly at (800) 433-1790 from 6 a.m.-1 a.m. eastern time daily and refer to star file #A3730AF.

Ground transportation—The Sheraton Suites Old Town Alexandria is very close to Ronald Reagan Washington National Airport and provides complimentary shuttle service to and from the airport. Avis Rent-A-Car System, Inc. is the official rental car company for this meeting. To make reservations or for further information, call Avis at (800) 331-1600 and reference J097316.

NOTE: AAAE reserves the right to cancel this program if the number of registrants is insufficient. In this event, we will notify all registrants and refund the registration fee in full. **However, any costs incurred by the registrant, such as hotel cancellation or airline penalties, are the responsibility of the registrant.** Confirmation letters will be e-mailed to attendees within two weeks of receipt of registration. If you have not received a confirmation letter via e-mail two business days prior to the meeting, and you enrolled at least two weeks prior to the meeting, please contact the AAAE Meetings Department at (703) 824-0504. Non-receipt of the confirmation letter before the meeting is not justification for seeking a refund.

Future correspondence will be sent to the address, fax number and/or e-mail address below. **Check here if updated contact information has been provided.**

Nickname for Badge _____ E-Mail Address _____

Mr./Ms. (circle one) First Name _____ Last Name _____

Title _____

Airport/Company _____

Address _____

City/State/Zip _____

Telephone Number _____ Fax Number _____



If you require any special assistance to participate or have special dietary requirements, e-mail aaaemeetings@aaae.org.

REGISTRATION FEE (in U.S. funds drawn on a U.S. bank)

(includes welcome reception, three continental breakfasts, three lunches, breaks, and all handout materials)

Registrations and cancellations must be submitted in writing. Cancellation requests received before 03/12/2010 are subject to a \$125 processing fee and will be processed after the meeting takes place. There will be no refunds after this date. Substitutions will be accepted without penalties and no-shows will be billed. For all inquiries regarding cancellations and refunds, please contact the AAAE Meetings Department at (703) 824-0504 or e-mail aaaemeetings@aaae.org.

On or Before 3/5/10 After 3/5/10

Basic ASOS and NOTAMS

<input type="checkbox"/> AAAE Members	\$495	\$575
<input type="checkbox"/> Active Duty Military**	\$545	\$625
<input type="checkbox"/> Non-Members	\$595	\$675
<input type="checkbox"/> NOTAMS***	FREE	FREE

NOTAMSONLY

<input type="checkbox"/> AAAE Members	\$50	\$50
<input type="checkbox"/> Non-Members	\$95	\$95

**All Active Duty Military registrants must fax a copy of their badge and a photo ID with this form to the attention of Teakoe Coleman at (703) 820-1395 to be registered! You must also present your badge and photo ID upon arrival.

***Proof of Basic ASOS School registration will be required

Accredited Airport Executives®

This course is worth 21 credits in the AAAE Continuing Airport Management Education Unit (CEU) program.

PAYMENT METHOD

Enclosed is my check payable to AAAE Purchase Order # _____

Upon receipt of this form, please charge my (circle one): American Express MasterCard Visa

Cardholder Name _____

Account Number _____ Exp. Date _____

Signature _____

RETURN TO: AAAE • 601 Madison St., #400 • Alexandria, VA 22314 (USA) or Fax to (703) 820-1395. Photocopies of this form will be accepted. AAAE accepts registration regardless of race, religion, sex, physical disability and national or ethnic origin. This includes but is not limited to admissions, employment and educational services.