

# Existing Airport Data Project

1. Login as Consultant assigned to existing project. Click on My Survey Projects and select the assigned existing airport data Project.

**Airports-GIS** Portal Home Projects Airport View Help Account (Demo Consultant Cleveland)

### My Survey Projects

15 Items in Page Search Project Number Add Filter

Project Number	Airport ID	Airport Name	Project Type	Sponsor	City	State	Created	Status	Workflow Status
213236	IAD	WASHINGTON DULLES INTL	Existing Airport Data	Demo Airport Sponsor	WASHINGTON	VA	2018-06-06 12:35:59	In Progress	Survey
213224	GRR	GERALD R FORD INTL	Design/As Built project	Demo Airport Sponsor	GRAND RAPIDS	MI	2018-06-04 09:33:43	In Progress	Survey
213219	IAD	WASHINGTON DULLES INTL	PACS and SACS	Demo Airport Sponsor	WASHINGTON	VA	2018-06-03 16:39:27	Completed	No Action
213189	GRR	GERALD R FORD INTL	Design/As Built project	Vani Kanuparth	GRAND RAPIDS	MI	2018-05-23 10:01:18	In Progress	Survey Imagery Data

2. Click on the project number to open the Project Summary page.

**Airports-GIS** Portal Home Projects Airport View Help Account (Demo Consultant Cleveland)

### Project Summary

**In-Progress** IAD-213236 : Project Summary Project Options

**Existing Airport Data**

**WASHINGTON DULLES INTL (IAD)**  
Created by Demo Airport Sponsor on Today 12:35 PM  
Category: NPIAS Part 139 Airport  
 Survey Required

**Project Sponsor**

**Demo Airport Sponsor**  
Testing  
123 Main Street NW  
Herndon, VA 20170  
123-456-7890  
[demoairportponsor@cghtech.com](mailto:demoairportponsor@cghtech.com)

**Surveyor/Consultant Information**

Name	Organization	Phone	Email
Demo Consultant Cleveland	CGH	123-456-7890	democonsultant@cghtech.com

**Project Activity**

Add Note

Date	User	Action
Today 12:46 PM	Demo Airport Sponsor	Added Consultant to Project
Today 12:35 PM	Demo Airport Sponsor	Created Project

3. Click on Survey workflow step.

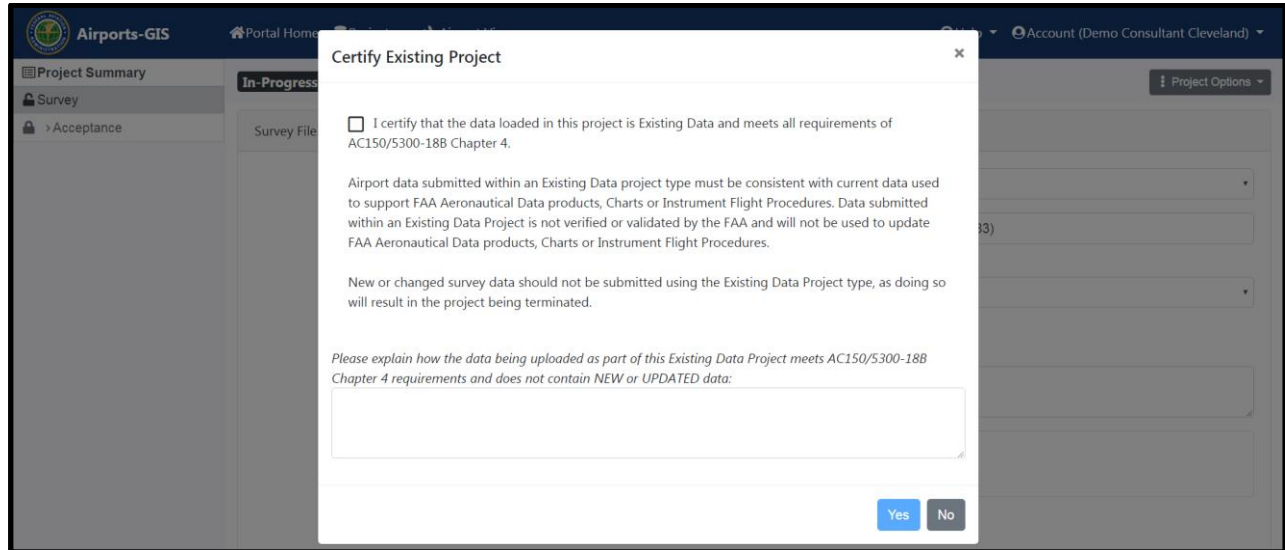
- Feature Schema is Advisor Circular 150/5300-18B
- Select the appropriate State Plane coordinate system. For example, MD83F (NAD83 Maryland State Plane Zone, US Foot (EPSG #2248)).
- Select the survey file format. For example, ESRI Shape
- Mark the check box if your data complies with AC-150/5300-18. Otherwise specify the horizontal and vertical values as feet at 95% confidence level.
- Enter a **Description** (optional) in the box.
- Click **Select Survey File (ZIP)** to locate and select the survey file to upload. A survey file must be a zipped file.
- Click **Submit Survey for Processing** to process the survey file selected.

The screenshot shows the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', 'Airport View', 'Help', and 'Account (Demo Consultant Cleveland)'. The main content area is titled 'In-Progress IAD-213236 : Survey Process Form' and contains a 'Survey File Upload' section. This section includes several input fields: 'Feature Schema' (set to 'Advisory Circular 150/5300-18B'), 'Coordinate System' (set to 'VA83-NF - NAD83 Virginia State Planes, Northern Zone, US Foot (EPSG #2283)'), 'File Format' (set to 'ESRI Shape'), and 'Accuracy' (checked for 'Field Survey AC 150/5300-18'). There is also a 'Description' text area. Below these fields is a 'Select Survey File (ZIP)' button, which has selected the file 'IAD\_SHP\_VA83-NF.zip'. At the bottom of the form is a blue 'Submit Survey For Processing' button. The left sidebar shows a navigation menu with 'Project Summary', 'Survey', and 'Acceptance'.

4. A popup window is displayed to confirm that the data loaded for this project is Existing Data and meets all requirements of AC150/5300-18B Chapter 4.

Note: Both Checkbox and Justification text has to be entered to enable Yes.

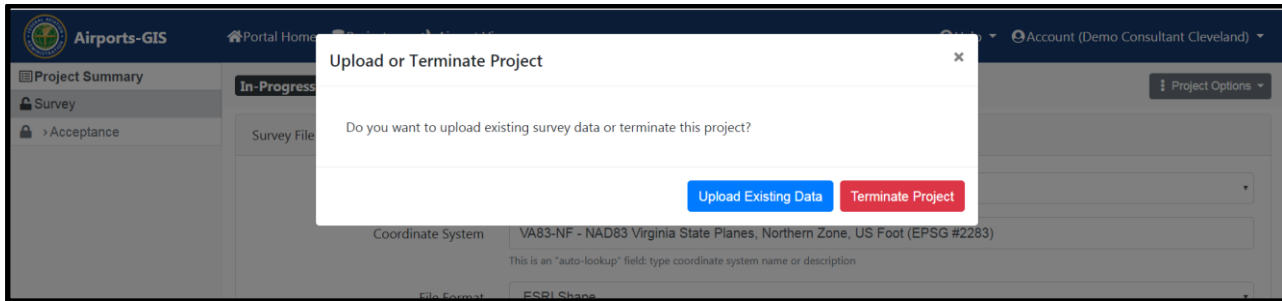
Justification text can be a maximum of 4000 characters.



5. Clicking on No will open a popup window with two options.

Clicking on Upload Existing Data, the Survey upload page is displayed to select another survey file.

Clicking on Terminate Project, will terminate the project.



6. Check the checkbox and enter justification text. Click Yes.

The screenshot shows a web application interface with a dark blue header. The header includes the 'Airports-GIS' logo on the left, a 'Portal Home' link, and an 'Account (Demo Consultant Cleveland)' dropdown on the right. A modal dialog box titled 'Certify Existing Project' is centered on the screen. The dialog has a close button (X) in the top right corner. Inside the dialog, there is a checked checkbox followed by the text: 'I certify that the data loaded in this project is Existing Data and meets all requirements of AC150/5300-18B Chapter 4.' Below this, there are two paragraphs of explanatory text. The first paragraph states that airport data submitted as Existing Data must be consistent with current data used for FAA Aeronautical Data products, Charts, or Instrument Flight Procedures, and that data submitted as Existing Data is not verified or validated by the FAA. The second paragraph states that new or changed survey data should not be submitted using the Existing Data Project type. Below the text is a text input field with the placeholder text 'Please explain how the data being uploaded as part of this Existing Data Project meets AC150/5300-18B Chapter 4 requirements and does not contain NEW or UPDATED data:'. The input field contains the text 'survey file meets all requirements'. At the bottom right of the dialog are two buttons: 'Yes' (highlighted in blue) and 'No'.

**Certify Existing Project**

I certify that the data loaded in this project is Existing Data and meets all requirements of AC150/5300-18B Chapter 4.

Airport data submitted within an Existing Data project type must be consistent with current data used to support FAA Aeronautical Data products, Charts or Instrument Flight Procedures. Data submitted within an Existing Data Project is not verified or validated by the FAA and will not be used to update FAA Aeronautical Data products, Charts or Instrument Flight Procedures.

New or changed survey data should not be submitted using the Existing Data Project type, as doing so will result in the project being terminated.

Please explain how the data being uploaded as part of this Existing Data Project meets AC150/5300-18B Chapter 4 requirements and does not contain NEW or UPDATED data:

survey file meets all requirements

**Yes** **No**

7. After the survey file is successfully validated, the Submit for Acceptance button is enabled.

The screenshot shows the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', 'Airport View', 'Help', and 'Account (Demo Consultant Cleveland)'. The main header indicates the project is 'In-Progress' for 'IAD-213236 : Project Survey'. The left sidebar shows a navigation menu with 'Project Summary', 'Survey', and 'Acceptance'. The main content area has tabs for 'Survey Summary', 'File Downloads', 'Validation Summary', and 'Validation Errors'. A green checkmark icon indicates 'Survey File Processed Successfully with No Errors'. Below this, a table lists survey details:

Date Processed	Today 1:00 PM
Feature Schema	Advisory Circular 150/5300-188
File	<a href="#">IAD_SHP_VA83-NF.zip</a>
Data Format	ESRI Shape
Accuracy	Meets 5300/18
Coordinate System	VA83-NF - NAD83 Virginia State Planes, Northern Zone, US Foot (EPSG #2283)

Below the table, another table shows the number of features:

Features Uploaded	5080
Valid 5300/18 Features	5080
Invalid Features	0
Warnings & Errors	0

The 'Survey Features' section lists the following features and their counts:

AIRFIELDLIGHT (1275)	NAVAIDEQUIPMENT (5)	RUNWAYCENTERLINE (3)
AIRPORTCONTROLPOINT (3462)	OBSTACLE (91)	RUNWAYEND (2)
AIRPORTSIGN (1)	OBSTRUCTIONAREA (5)	RUNWAYLABEL (2)
MARKINGAREA (28)	OBSTRUCTIONDSURFACE (11)	UTILITYLINE (60)
MARKINGLINE (129)	RUNWAY (1)	
NAVAIDCRITICALAREA (4)	RUNWAYBLASTPAD (1)	

On the right side of the interface, there are four buttons: 'View Data On Map', 'Re-Upload Survey File', 'Reprocess Survey', and 'Submit For Acceptance'.

Click on View Data on Map to view survey features on a map in new tab.

Click on Re-upload Survey file if you would like to upload a different survey file.

Click on Reprocess Survey if you would like to change the parameters but process the same survey file.

8. When Submit for Acceptance is clicked, the Survey workflow step will have a green checkmark and there are no pending actions for the Consultant.

The screenshot displays the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', 'Airport View', 'Help', and 'Account (Demo Consultant Cleveland)'. The main content area is titled 'In-Progress IAD-213236 : Project Survey' and features a 'Project Options' dropdown. A sidebar on the left shows a 'Project Summary' with a 'Survey' step marked with a green checkmark and an 'Acceptance' step. The main content area has tabs for 'Survey Summary', 'File Downloads', 'Validation Summary', and 'Validation Errors'. A success message reads 'Survey File Processed Successfully with No Errors'. Below this is a table with the following data:

Date Processed	Today 1:00 PM
Feature Schema	Advisory Circular 150/5300-18B
File	<a href="#">IAD_SHP_VA83-NF.zip</a>
Data Format	ESRI Shape
Accuracy	Meets 5300/18
Coordinate System	VA83-NF - NAD83 Virginia State Planes, Northern Zone, US Foot (EPSG #2283)
<hr/>	
Features Uploaded	5080
Valid 5300/18 Features	5080
Invalid Features	0
Warnings & Errors	0

On the right side, there are four buttons: 'View Data On Map', 'Re-Upload Survey File', 'Reprocess Survey', and 'Submit For Acceptance' (highlighted in blue).

- The Airport Sponsor is responsible for accepting the project. To do this, Login as Airport Sponsor and either “Approve” or “Do Not Approve” the Project.

Note: If you select Do Not Approve, the Survey workflow step is unlocked and green checkmark is removed. This will allow the Consultant to fix any issue and re-upload another survey file.

The screenshot displays the 'Airports-GIS' web application interface. The top navigation bar includes the logo, 'Portal Home', 'Projects', and 'Airport View'. The user is logged in as 'Demo Airport Sponsor'. The main content area shows a project summary for 'IAD-213236 : Survey Acceptance' in an 'In-Progress' state. A 'Pending Action: Survey Acceptance Approval' is indicated. Below this, there is an 'Acceptance File Upload' section with an 'Add New Document' button. The 'Approve Survey Acceptance' section contains a 'Comment (Required)' text area and two buttons: 'Approve' and 'Do Not Approve'.



10. To accept the project, the Airport Sponsor is required to enter comments. Documents can also be added but is not mandatory. After uploading any documents if desired, and entering comments, select Approve.

The screenshot shows the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', and 'Airport View'. The main content area is titled 'In-Progress IAD-213236 : Survey Acceptance'. It features a 'Pending Action: Survey Acceptance Approval' section with an 'Acceptance File Upload' area containing an 'Add New Document' button. Below this is an 'Approve Survey Acceptance' section with a 'Comment (Required)' field containing the text 'Approved by Sponsor'. At the bottom of this section are two buttons: 'Approve' and 'Do Not Approve'.

11. Acceptance workflow step will now have a green checkmark. This will complete the workflow for Existing Airport Data project.

The screenshot shows the 'Airports-GIS' web application interface. The top navigation bar is the same as in the previous screenshot. The main content area is now titled 'Completed IAD-213236 : Survey Acceptance'. It features a 'Completed Survey Acceptance' section with a green checkmark and the text 'Approved Survey Acceptance (Demo Airport Sponsor - Today 1:05 PM)'. Below this is a 'Comment: Approved by Sponsor' field.