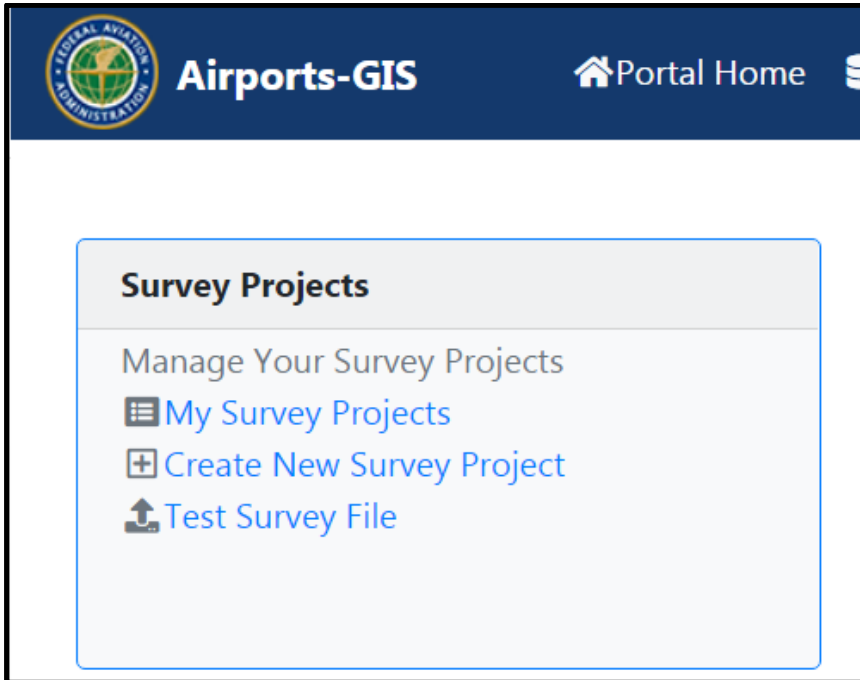


New Airport Survey Project:

When creating a survey, project type can be selected as New Airport Survey Project.

Create New Airport Survey Project:

As an Airport Sponsor, multiple airport authority, state DOT or state block grant user, you can create a new survey project from the Projects menu bar or from the Survey Projects pane on the Airports GIS Home page.



1. In **Step 1**, enter an Airport ID or name and select from the list. Check **New Airport Survey Project** as your Project Type. Click **Next Step** for Step 2.

Create Project

Airport & Project Type

IAD - WASHINGTON DULLES INTL (KIAD)

This is an "auto-lookup" field: type locator ID or airport name.

Project Type

- New Airport Survey Project**
This project involves a new airport survey meeting the AC 150/5300-18 standards.
- Existing Airport Data Project**
This project involves current airport data in use that was transformed to meet the AC 150/5300-18 standards and is being provided to Airports GIS.
- EB-91 Vegetation Management Project**
This project involves the removal or topping of vegetation as well as the collection, submission, and management of the supporting data regarding vegetation.
- Design/As Built Airport Data Project**
This project allows an incremental workflow, starting from proposed airport information, adding more detailed and more accurate design information, and culminating in a set of features that represents the as-built state of the airport.
- PACS & SACS Project**
This project is to establish geodetic control for the specified airport.

[Next Step >](#)

- In step 2, select your airport category. Based on the airport category selected, verification option for Imagery Data will be checked.

Note 1: For NPIAS Part 139 airport, NPIAS Non-Part 139 Airport, “I will submit Imagery Data for verification” is automatically selected by default and can be unchecked.

For Non-NPIAS airport, the verification option is not selected by default.

Note 2: Click on Previous Step, step 1 is displayed. Step 2 selection will be lost and need to select again.

Create Project

Airport Category & Level of VerificationStep 2 of 4

Airport Category

- NPIAS Part 139 Airport
- NPIAS Non-Part 139 Airport
- Non-NPIAS Airport

Verification Options (Select data for verification as appropriate)

- I will submit Imagery Data for verification

< Previous Step

Next Step >

3. Click on Next Step, Step 3 will be displayed to select purpose of survey and to enter optional AIP Grant number.
Note: If AIP Grant number entered is not in the correct format (ex: 3-36-1234-012-2005), Next Step will not be clickable.

Create Project

Additional DataStep 3 of 4

Purpose of Survey

- Airport Airspace Analysis - Non-Vertically Guided
- Airport Airspace Analysis - Vertically Guided
- Airport Layout Plan - Airport Design or Planning
- Airport Layout Plan - Airport Movement Area Construction
- Airport Layout Plan - Airport Non-Movement Area Construction
- Airport Layout Plan - Obstruction Removal IFR Operations
- Airport Layout Plan - Obstruction Removal VFR Operations
- Airport Layout Plan - Periodic Update
- Airport Mapping Database - Initial Development
- Airport Mapping Database - Periodic Update
- Airport Obstruction Chart - Initial Development
- Airport Obstruction Chart - Periodic Update
- Construction - Airside
- Construction - Landside
- NAVAID Siting - Non-Precision/Visual
- NAVAID Siting - Precision

AIP Grant Number

3-36-1234-012-2018

format like: 3-36-1234-012-2005 (must have dashes)

< Previous Step

Next Step >

4. Click on Next Step, Step 4 will be displayed with the project confirmation.

It will display all data selected until Step 3.

Click on Previous Step if you want to update any selected data.

Create Project

Project ConfirmationStep 4 of 4

Please review and confirm all project data below before submitting!

Project Airport :	IAD - WASHINGTON DULLES INTL (KIAD)
Project Type :	New Airport Survey Data
Airport Category :	NPIAS Part 139 Airport
Verification Options :	Imagery
Purpose of Survey :	Airport Airspace Analysis - Vertically Guided
AIP Grant Number :	3-36-1234-012-2018

[< Previous Step](#)

[Create New Project](#)

- Click on Create new Project to create the New Survey Project. Project Summary is displayed after the project is created.

Note:

- As “I will submit Imagery Data for verification” is checked for this project, Imagery Plan and Imagery Data workflow steps are displayed.
- If that option is not selected when creating the project, Imagery Plan and Imagery Data workflow steps will not be displayed.

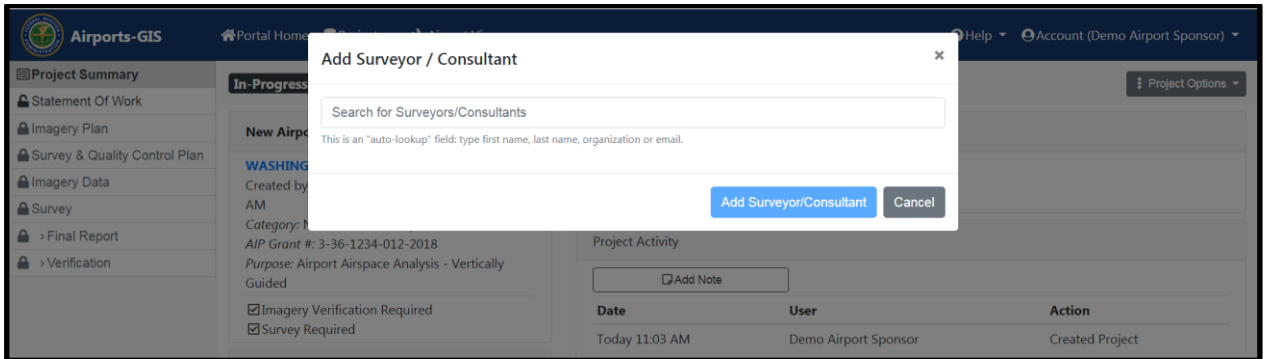
The screenshot displays the 'Airports-GIS' web application interface. The top navigation bar includes 'Portal Home', 'Projects', and 'Airport View'. The left sidebar shows a 'Project Summary' menu with options like 'Statement Of Work', 'Imagery Plan', 'Survey & Quality Control Plan', 'Imagery Data', 'Survey', 'Final Report', and 'Verification'. The main content area is titled 'In-Progress IAD-213242 : Project Summary' and features a 'Project Options' button. The 'New Airport Survey' section provides details for 'WASHINGTON DULLES INTL (IAD)', including creation time, category, grant number, and purpose. It also shows checked options for 'Imagery Verification Required' and 'Survey Required'. The 'Project Sponsor' section lists 'Demo Airport Sponsor' with contact information. The 'Surveyor/Consultant Information' section has an 'Add Surveyor/Consultant' button and a message stating no surveyors are currently assigned. The 'Project Activity' section has an 'Add Note' button and a table with one entry: 'Today 11:03 AM' by 'Demo Airport Sponsor' with the action 'Created Project'.

Date	User	Action
Today 11:03 AM	Demo Airport Sponsor	Created Project

Delegate a Consultant or Surveyor

After the Project is created, a consultant can be assigned to the project by clicking “+Add Surveyor/Consultant” under the Surveyor/Consultant Information from the Project Summary workflow step.

1. Click on **+Add Surveyor/Consultant** button.



The screenshot displays the 'Airports-GIS' web application interface. A modal dialog box titled 'Add Surveyor / Consultant' is open in the center. The dialog features a search input field with the placeholder text 'Search for Surveyors/Consultants'. Below the input field, a small note states: 'This is an "auto-lookup" field: type first name, last name, organization or email.' At the bottom of the dialog, there are two buttons: 'Add Surveyor/Consultant' (highlighted in blue) and 'Cancel'. The background shows the application's navigation menu on the left, including 'Project Summary', 'Statement Of Work', 'Imagery Plan', 'Survey & Quality Control Plan', 'Imagery Data', 'Survey', 'Final Report', and 'Verification'. The main content area displays project details for a 'New Airport' in 'WASHINGTON', including 'Created by AM', 'Category: N', 'AIP Grant #: 3-36-1234-012-2018', and 'Purpose: Airport Airspace Analysis - Vertically Guided'. There are checkboxes for 'Imagery Verification Required' and 'Survey Required'. The 'Project Activity' section shows a table with columns for 'Date', 'User', and 'Action', containing one entry: 'Today 11:03 AM', 'Demo Airport Sponsor', and 'Created Project'. A 'Project Options' button is visible in the top right corner of the main content area.

2. Enter first name, last name, organization or email as search criteria. Select the consultant from the displayed list.

The screenshot displays the 'Airports-GIS' web application interface. A modal dialog titled 'Add Surveyor / Consultant' is open in the center. The dialog contains a text input field with the text 'Demo Consultant Cleveland (CGH) - democonsultant@cghitech.com'. Below the input field, a small instruction reads: 'This is an "auto-lookup" field: type first name, last name, organization or email.' At the bottom of the dialog, there are two buttons: 'Add Surveyor/Consultant' (highlighted in blue) and 'Cancel'.

The background interface shows a sidebar with a 'Project Summary' menu containing items like 'Statement Of Work', 'Imagery Plan', 'Survey & Quality Control Plan', 'Imagery Data', 'Survey', 'Final Report', and 'Verification'. The main content area is titled 'New Airport' and includes a 'WASHING' section with details such as 'Created by AM', 'Category: ...', 'AIP Grant #: 3-36-1234-012-2018', and 'Purpose: Airport Airspace Analysis - Vertically Guided'. There are also checkboxes for 'Imagery Verification Required' and 'Survey Required'. A 'Project Activity' table is visible at the bottom right of the main content area.

Date	User	Action
Today 11:03 AM	Demo Airport Sponsor	Created Project

3. Click on Add Surveyor/Consultant to add the consultant to the project.

Note: You can delegate to another surveyor or consultant by repeating the above step.
Assigned consultant can be removed by clicking on the recycle icon under Action column.

The screenshot displays 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-213242 : Project Summary'. On the left, a sidebar lists project components: Project Summary, Statement Of Work, Imagery Plan, Survey & Quality Control Plan, Imagery Data, Survey, Final Report, and Verification. The main content is divided into three sections: 'New Airport Survey', 'Project Sponsor', and 'Surveyor/Consultant Information'. The 'New Airport Survey' section details the project name 'WASHINGTON DULLES INTL (IAD)', creation time, category, grant number, and purpose. The 'Project Sponsor' section lists 'Demo Airport Sponsor' with contact information. The 'Surveyor/Consultant Information' section includes an 'Add Surveyor/Consultant' button and a table with columns for Name, Organization, Phone, Email, and Action. Below this is a 'Project Activity' section with an 'Add Note' button and a table with columns for Date, User, and Action.

Project Summary

- Statement Of Work
- Imagery Plan
- Survey & Quality Control Plan
- Imagery Data
- Survey
 - Final Report
 - Verification

In-Progress IAD-213242 : Project Summary Project Options

New Airport Survey

WASHINGTON DULLES INTL (IAD)
Created by Demo Airport Sponsor on Today 11:03 AM
Category: NPIAS Part 139 Airport
AIP Grant #: 3-36-1234-012-2018
Purpose: Airport Airspace Analysis - Vertically Guided

Imagery Verification Required
 Survey Required

Project Sponsor

Demo Airport Sponsor
Testing
123 Main Street NW
Herndon, VA 20170
123-456-7890
demoairportsponsor@cghtech.com

Surveyor/Consultant Information

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

Project Activity

Date	User	Action
Today 11:12 AM	Demo Airport Sponsor	Added Consultant to Project
Demo Consultant Cleveland		
Today 11:03 AM	Demo Airport Sponsor	Created Project