



The American Association of Airport Executives (AAAE) and the U.S. Federal Aviation Administration (FAA) are pleased to present the **AAAE/FAA Advanced Airport Safety and Operations Specialist (ASOS) School, October 22-24, 2012**, in Phoenix, Arizona.

ASOS schools specifically are 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 8,000 public-use and DOD/military airport operations and safety personnel have attended these schools since 1990.

The Advanced ASOS school balances prepared presentations, problem-solving exercises and interactive breakout groups so that all attendees can participate actively in the proceedings. Participants are encouraged to discuss best management practices and lessons learned at their airports or from other experiences.

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) and also provides an excellent platform for airport operators to meet and to exchange ideas to continue to make our nation's airports safer.

All sessions will take place at the Crowne Plaza Phoenix, 2532 West Peoria Ave, Phoenix, AZ 85029. The school will begin at 8 a.m. (registration opens at 7:30 a.m.) on Tuesday, October 23, and end at 5 p.m. on Wednesday, October 24. A welcome reception will take place at 5 p.m. on Monday, October 22. Registration fees include the welcome reception, two continental breakfasts, two lunches, breaks and all handouts. Dress is business casual (no ties). Confirmation letters will be emailed to attendees.

**For further program information**, contact Kevin Miller, C.M., ACE, AAAE, at (703) 824-0500, Ext. 157, or email [kevin.miller@aaae.org](mailto:kevin.miller@aaae.org)

**For further registration information**, contact Stacey DeClue, AAAE, at (703) 824-0500, Ext. 196, or email [stacey.declue@aaae.org](mailto:stacey.declue@aaae.org).

## **Agenda (Subject to Change)**

### **Monday, October 22**

- 4:30-5 p.m. Registration
- 5-6 p.m. Welcome Reception

### **Tuesday, October 23**

- 7:30-8 a.m. Registration and Continental Breakfast
- 8-8:30 a.m. Welcome Remarks and Program Overview
- 8:30-9 a.m. FAA Airports Division Update
- 9 a.m.-10:15 a.m. Group Exercise #1: Driver Training Programs
- 10:15-10:30 a.m. Morning Break
- 10:30-11 a.m. Group Exercise #1 Reports: Driver Training Programs
- 11 a.m.-12:15 p.m. Group Exercise #2: Construction Safety Management
- 12:15-1:15 p.m. Lunch
- 1:15-1:45 p.m. Group Exercise #2 Reports: Construction Safety Management
- 1:45-2:45 p.m. Notice to Airmen (NOTAMS)
- 2:45-3 p.m. Afternoon Break
- 3-4:15 p.m. Group Exercise #3: NOTAMS Writing/Entry
- 4:15-4:45 p.m. Group Exercise #3 Reports: NOTAMS
- 6-7 p.m. Welcome Reception

### **Wednesday, October 24**

- 7:30-8 a.m. Registration and Continental Breakfast
- 8-9:15 a.m. Group Exercise #4: Wildlife Hazard Management
- 9:15-9:45 a.m. Group Exercise #4 Reports: Wildlife Hazard Management
- 9:45-10 a.m. Morning Break
- 10-11:15 a.m. Group Exercise #5: Emergency Response Management
- 11:15-11:45 a.m. Group Exercise #5 Reports: Emergency Response Management
- 11:45 a.m.-1 p.m. Lunch
- 1-2:15 p.m. Group Exercise #6: Snow and Ice Control
- 2:15-2:45 p.m. Group Exercise #6 Reports: Snow and Ice Control
- 2:45-3 p.m. Afternoon Break
- 3-4:15 p.m. Group Exercise #7: Advanced ASOS Final Examination
- 4:15-5 p.m. Group Exercise #7 Reports: Advanced ASOS Final Examination

**Register Online at [www.aaameetings.org](http://www.aaameetings.org)**



# AAAE/FAA Advanced Airport Safety and Operations Specialist (ASOS) School

October 22-24, 2012 • Phoenix, Arizona • Mtg. #121004

Register Online at:  
[www.aaameetings.org](http://www.aaameetings.org)

**Hotel Reservations** — Rooms are being held at the Crowne Plaza Phoenix, 2532 West Peoria Ave, Phoenix, AZ 85029, phone (602) 943-2341 and fax (602) 371-8470. All attendees will receive a special rate of \$109 single/double. **Reservations must be made by Friday, September 28, 2012, 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) 548-6300 or toll free at (800) 325-3535 and identify yourself as part of the AAAE group. Individuals may cancel up to 48 hours prior to arrival to avoid paying one night's room/tax.

**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 emailed to attendees within two weeks of receipt of registration. If you have not received a confirmation letter via email 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. If you are a AAAE Academic Member or U.S. federal government employee, email [aaameetings@aaae.org](mailto:aaameetings@aaae.org) for potentially discounted registration fees.

☐ Check here if updated contact information has been provided.

Nickname for Badge \_\_\_\_\_ EMail Address \_\_\_\_\_

Mr./Ms. (circle one) First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Airport/Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**Airline**—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 promotion code # 51H2BK or go online to [www.AA.com](http://www.AA.com) and choose More Flight Search Options and insert the promotion code in the appropriate box. A \$25 service charge per ticket applies for tickets booked over the phone.

**Ground Transportation**—The Crowne Plaza Phoenix is 15 miles from Phoenix Sky Harbor International Airport (PHX). A one-way taxi fare will cost approximately \$40 and takes about 20 minutes. Airport shuttle service is provided by [SuperShuttle](http://www.SuperShuttle.com), (800) 258-3826, and a one-way fare costs \$21 and travel time varies. [Avis Rent-A-Car System, Inc.](http://www.AvisRentACar.com) is the official rental car company for this meeting. To make reservations or for further information, call (800) 331-1600 and reference J097316.

*Registrations and cancellations must be submitted in writing. Cancellation requests received before October 5, 2012, 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 email [aaameetings@aaae.org](mailto:aaameetings@aaae.org).*



*If you require any special assistance to participate or have special dietary requirements, email [aaameetings@aaae.org](mailto:aaameetings@aaae.org).*

## Registration Fees (in U.S. funds drawn on a U.S. bank)

(includes one reception, two continental breakfasts, two lunches, refreshment breaks and all handout materials)

	On/before 9/7	After 9/7
1. <input type="radio"/> AAAE Member .....	\$495	\$575
2. <input type="radio"/> Non-Member .....	\$595	\$675
3. <input type="radio"/> Active Duty Military* .....	\$540	\$615

*\*All active duty military registrants must fax a copy of their badge and a photo ID with this form to the attention of Kevin Miller at (703) 820-1395 in order to be registered!*

## Payment Method

- ☐ Enclosed is my check payable to AAAE
- ☐ **Purchase Order #**
- ☐ Upon receipt of this form, please charge my  
(circle one): ☐ AMEX ☐ MasterCard ☐ Visa

Cardholder Name: \_\_\_\_\_

Account #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Return to: AAAE • 601 Madison St., #400 • Alexandria, VA 22314 (USA) or Fax to (703) 797-9018.** Photocopies of this form will be accepted. AAAE accepts registration regardless of race, religion, sexual orientation, sex, physical disability and national or ethnic origin. This includes but is not limited to admissions, employment and educational services.



## Accredited Airport Executives®

This course is worth 12 credits in the AAAE Continuing Airport Management Education Unit (CEU) program.