



U.S. Department
of Transportation
**Federal Aviation
Administration**

Route Slip

To: SHIRLEY MILLER

Date: October 8, 2003

Subject: ENCLOSED DOCUMENTATION 9-11-01

Action: Per Your Request Discuss with Me Take Appropriate Action
 For Your Information For Your Approval Please Answer
 Per Our Conversation For your Signature Prepare Reply for:
 Note and Return Comment

Remarks:

The following items are enclosed:

- 11 Position Logs, FAA Form 7230-10, 9-11-01
- 1 Sign In/Out Logs, ADW Form 7230-4, 9-11-01
- 6 Certification Statements, Employees
- 1 Certification Statement, CIC - ADW Form 7230-5
- 1 Training Time Form- ADW Form 7230.10.1
- 1 Daily Record of Facility Operations, FAA Form 7230-4
- 1 Andrews Individual Delay Report
- 1 Andrews Tower Traffic Count
- 1 Andrews TRACON Report
- 5 Memorandum of Call, Standard Form 63
- 5 ADW TRACON Flight Progress Strips
- 23 ADW Tower Flight Progress Strips

John M. Broderick
Air Traffic Manager, Andrews
ATCT

I hereby certify that I have asked the following questions to every employee on duty during the period 9/11/01 Midnight through 9/11/01 11:59 pm, regardless of whether retired or transferred except as noted below.

1. "Do you have any copies of government records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are required to provide any governmental records by close of business today including emails."

2. "Do you have any personal notes or records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are strongly encouraged to provide your personal notes to your Air Traffic Manager by close of business today."

Unable to Contact:

Name of employee

Reason for unavailability

STEVEN A. MARRA

Signature

Manager

Date

[Handwritten Signature]

FOR

JOHN BRODERICK

10/08/03

(SATCS)

(ATM)

I hereby certify that I have asked the following questions to every employee on duty during the period 9/11/01 Midnight through 9/11/01 11:59 pm, regardless of whether retired or transferred except as noted below.

1. "Do you have any copies of government records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are required to provide any governmental records by close of business today including emails."

2. "Do you have any personal notes or records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are strongly encouraged to provide your personal notes to your Air Traffic Manager by close of business today."

Unable to Contact:

Name of employee

Reason for unavailability

CHARLES MAGENNIS

Signature *Stu A. Mann* (SATS)
FOR
Manager, John Broderick (ATM)
Date 10/08/03

I hereby certify that I have asked the following questions to every employee on duty during the period 9/11/01 Midnight through 9/11/01 11:59 pm, regardless of whether retired or transferred except as noted below.

1. "Do you have any copies of government records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are required to provide any governmental records by close of business today including emails."

2. "Do you have any personal notes or records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are strongly encouraged to provide your personal notes to your Air Traffic Manager by close of business today."

Unable to Contact:

Name of employee

Reason for unavailability

RHONDA BALLARD

Signature *Steve A. Manner* (SATC)
Manager, ^{FOR} JOHN BRODERICK (ATM)
Date 10/08/03

I hereby certify that I have asked the following questions to every employee on duty during the period 9/11/01 Midnight through 9/11/01 11:59 pm, regardless of whether retired or transferred except as noted below.

1. "Do you have any copies of government records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are required to provide any governmental records by close of business today including emails."

2. "Do you have any personal notes or records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are strongly encouraged to provide your personal notes to your Air Traffic Manager by close of business today."

Unable to Contact:

Name of employee

Reason for unavailability

JAMES AMPEY

Signature *Steve A. Mana* (SATCS)
Manager, for John BRODERICK (ATM)
Date 10/08/03

I hereby certify that I have asked the following questions to every employee on duty during the period 9/11/01 Midnight through 9/11/01 11:59 pm, regardless of whether retired or transferred except as noted below.

1. "Do you have any copies of government records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are required to provide any governmental records by close of business today including emails."

2. "Do you have any personal notes or records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are strongly encouraged to provide your personal notes to your Air Traffic Manager by close of business today."

Unable to Contact:

Name of employee

Reason for unavailability

JEFF HYLAND

Signature *Steve A. Mann* (SATS)
FOR
Manager, *John BRODERICK* (ATM)
Date *10/08/03*

I hereby certify that I have asked the following questions to every employee on duty during the period 9/11/01 Midnight through 9/11/01 11:59 pm, regardless of whether retired or transferred except as noted below.

1. "Do you have any copies of government records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are required to provide any governmental records by close of business today including emails."

2. "Do you have any personal notes or records including e-mails, audio tapes, and any other records pertaining to the events of 9/11/01 that you may have received or generated from 9/11/01 at 12 midnight to 9/11/01 at 11:59 pm?"

NO

"If yes, you are strongly encouraged to provide your personal notes to your Air Traffic Manager by close of business today."

Unable to Contact:

Name of employee

Reason for unavailability

John BRODERICK

Signature *Steve a Mann* (SAR)
FOR
Manager, JOHN BRODERICK (ATM)
Date 10/08/03

SIGN IN-OUT LOG

CFAA 7927

PERSONNEL LOG	REGION	FACILITY	AREA IDENTIFICATION		DATE	DAY
	AEA	ID ADW	ADW ATCT		09/11/01	TUE

09-08

INT	SIGNATURE	ON	OFF	INT	HRS ON DUTY	HRS ON LEAVE	HRS NON DUTY POS	CODE	POS	SHIFT	REMARKS
MH								C			X
CX	<i>CW Mackinnon</i>	2230	0630	CX	8.0			C			M
RT	<i>[Signature]</i>	0600	1200		6.0	2hr Absc		C	T	6	
VV	<i>Kerast. Day</i>	0845	1100	VV		DTL	8.0	C	7		
TM						FL			7		
CH						DTL		C	7		
AK								C		2	X 4hr Credit
EB								C			X
GM								C		2.5 ^{HL}	3.5
VB						FL		C	7		
GS								C			X DTE
MM	<i>Mureen Donnoy</i>	0645	1100		7.25	3.75 ^{HL}		C	T	7	
TC								C			X DTE
GL								C			2
MD						SL		C			2
RX	<i>Rhonda Boller</i>	0700	1100 15:00	RX	4.0	DTL	8.0	C	7		
BB								C			X
RM						ADM		C	2		
HI						8AL		C	7		
FR								C			2
MX	<i>[Signature]</i>	0630	1200 1430	FD			2.4 ^{HL}	C	T	7	
JQ	<i>[Signature]</i>	0700	1100 1500		4.2	4hr ^{HL}		C	T	7	
EH						8AL		C	7		
SM	<i>John A Mann</i>	0600	1930	SM	13.5			S		7	5.5 ^{HL}
JA	<i>[Signature]</i>	0600	1900	JA	13.00			S		7	5.00 ^{HL}
KN	<i>[Signature]</i>	2200	0630	KN	8.5			S			M 2
FD	<i>[Signature]</i>	1100	0230	FD	11.5			S			3.5 comp 2

PAY PERIOD 20 DAY OF PAY PERIOD 3

COMP TIME USED ----- CTU.
COMP TIME EARNED - CTE.

CREDIT TIME USED ----- CHU
CREDIT TIME EARNED - CHE

WHEN TAKING FAMILY LEAVE INDICATE
TYPE OF LEAVE USED, i.e.: AL, SL, CHU OR CTU.

CERTIFICATION STATEMENT

PERSONNEL LOG	REGION AEA	FACILITY ID ADW	AREA IDENTIFICATION ADW ATCT	DATE 9-11-01	
<i>I certify all entries on this log are accurate for the time I had watch responsibilities as area supervisor or controller-in-charge.</i>					
INITIALS	SUP/CIC SIGNATURE			ON	OFF
CX	Charles W Megennis			0000	0559
RT	Frederick J. Ryan			0600	0704 0744 mx
MX	Paul Malle			0705 0745	0744
RT	Frederick J. Ryan			0745	0845
MX	Paul Malle			0846	0945
RT	Frederick J. Ryan			0946	1034
JA	James J. Ryan			1035	1849
FD	James J. Ryan			1850	2212
KN	James W. Hynd			2213	2359

TRAINING TIME FORM

Date: 9-11-2001

OJT I Name	UTC Time Start/Stop	Local Time Start/Stop
<u>David Mattox</u>	<u>1300-1308</u>	<u>0900-0908</u> ✓

Note: Supervisors and Staff Specialists do not get paid for training time. Flight Data/Clearance Delivery training time does not count for OJT premium pay.

ADW FORM 7230-10.1 (10/26/00)

PP# 20 Day# 3

Position Log

(1) FACILITY ID	(2) POSITION IDENTIFIER		(3) Pos Type	(4) DATE	
A.D.W.	O.S.I.C.		O.T.	09/11/01	
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined	
0400	CX	0959	C		
1000	RT	1144	C		MX
1145	MX		C		MX
1000	RT	1104	C		
1105	MX	1144	C		
1145	RT	1245	C		
1246	MX	1346	C		
1346	RT	1434	C		
1435	JA	2249	S		
2250	FD	0212	S		
0213	KN	0359	S		

CODE:

- | | |
|----------------------------|--|
| C - ATCS/ATA | M - Trainee/Developmental Monitoring |
| S - Supervisor/Staff Spec. | R - Trainee/Developmental Certification/Evaluation |
| T - Trainee/Developmental | |

Position Log

(1) FACILITY ID	(2) POSITION IDENTIFIER	(3) Pos Type	(4) DATE		
ADW		LC	09/11/01		
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined	
				(9) POSITION IDENTIFIER	(10) Position Type
0400	CX	0959	C		
1000	RT	1104	C		
1105	MX	1144	C		
1145	RT	1258	C		
1259	MX	1506	C		
1300	JR	1308	T		
1309					
1507	RT	1529	C		
1530	FD	1705	S		
1706	SM	1851	S		
1852	FD	2007	S		
2008	SM	2132	S		
2133	JA	2247	S		
2255	FD	0209	S		

CODE:

- | | |
|----------------------------|--|
| C - ATCS/ATA | M - Trainee/Developmental Monitoring |
| S - Supervisor/Staff Spec. | R - Trainee/Developmental Certification/Evaluation |
| T - Trainee/Developmental | |

Position Log									
(1) FACILITY ID	(2) POSITION IDENTIFIER	(3) Pos Type	(4) DATE						
ADW		LC	09/1/01						
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined			(10) Position Type		
02.10	KN	03	S						
	R+		C						
02.10	KN	03.59							

Position Log

(1) FACILITY ID	(2) POSITION IDENTIFIER	(3) Pos Type	(4) DATE		
A.D.W		AL	09/11/01		
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined	(10) Position Type
0400		1405			LC
0422					
1406	RK	1422	C		
1423		0359			LC

CODE:
 C - ATCS/ATA M - Trainee/Developmental Monitoring
 S - Supervisor/Staff Spec. R - Trainee/Developmental Certification/
 T - Trainee/Developmental Evaluation

Position Log

(1) FACILITY ID	(2) POSITION IDENTIFIER	(3) Pos Type	(4) DATE		
AOW		GC	09/11/01		
Where Combined					
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	(9) POSITION IDENTIFIER	(10) Position Type
0900		1040			LC
1041	MX	1104	C		
1105	JQ	1229	C		
1230	MX	1256	C		
1257	MM	1421	C		
1422	RT	1529	C		
1530		1700			LC
1701	BZ	1941	M		
1942	JA	2128	S		
2129	FD	2248	S		
2249		0359			LC

CODE:
 C - ATCS/ATA M - Trainee/Developmental Monitoring
 S - Supervisor/Staff Spec. R - Trainee/Developmental Certification/
 T - Trainee/Developmental Evaluation

Position Log

(1) FACILITY ID	(2) POSITION IDENTIFIER		(3) Pos Type	(4) DATE	
ADW			CD	09	11 01
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined	
(9) POSITION IDENTIFIER	(10) Position Type				
0400		1049			GC
1050	MM	1229	C		
1230		1334			GC
1335	JQ	1422	C		
1423		0359			GC

CODE:
 C - ATCS/ATA M - Trainee/Developmental Monitoring
 S - Supervisor/Staff Spec. R - Trainee/Developmental Certification/
 T - Trainee/Developmental Evaluation

Position Log

(1) FACILITY ID	(2) POSITION IDENTIFIER	(3) Pos Type	(4) DATE		
A.D.W		FD	09	11 01	
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined	
0400		0359		(9) POSITION IDENTIFIER	(10) Position Type
					CD

CODE:
C - ATCS/ATA **M** - Trainee/Developmental Monitoring
S - Supervisor/Staff Spec. **R** - Trainee/Developmental Certification/
T - Trainee/Developmental Evaluation

Position Log

(1) FACILITY ID	(2) POSITION IDENTIFIER	(3) Pos Type	(4) DATE		
A.D.W	I.C	OT	09/11/01		
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined (9) POSITION IDENTIFIER	(10) Position Type
04:00		1032		DS.I.C	OT
1033	JA	1154	S		
1155	SM	1317	S		
1318	JA	1351	S		
1352	VV	1439	C		
1440		0359		OS.I.C	OT

CODE:
C - ATCS/ATA **M** - Trainee/Developmental Monitoring
S - Supervisor/Staff Spec. **R** - Trainee/Developmental Certification/
T - Trainee/Developmental **E** - Evaluation

Position Log

(1) FACILITY ID	(2) POSITION IDENTIFIER	(3) Pos Type	(4) DATE		
ADWARI		AR	091101		
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined	
				(9) POSITION IDENTIFIER	(10) Position Type
0400		1032			LC
1033	JA	1154	S		
1155	SM	1317	S		
1318	JA	1351	S		
1352	NV	1439	R		
1440		0359	C		

CODE:
 C - ATCS/ATA M - Trainee/Developmental Monitoring
 S - Supervisor/Staff Spec. R - Trainee/Developmental Certification/
 T - Trainee/Developmental Evaluation

Position Log

(1) FACILITY ID		(2) POSITION IDENTIFIER		(3) Pos Type	(4) DATE
A.D.W				H0	09/11/10
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined	
				(9) POSITION IDENTIFIER	(10) Position Type
04100		0359		A.R.I.	A.R.

CODE:
C - ATCS/ATA **M** - Trainee/Developmental Monitoring
S - Supervisor/Staff Spec. **R** - Trainee/Developmental Certification/Evaluation
T - Trainee/Developmental

Position Log					
(1) FACILITY ID	(2) POSITION IDENTIFIER	(3) Pos Type	(4) DATE		
ADWASR		OT	09/11/01		
(5) TIME ON	(6) INITIALS	(7) TIME OFF	(8) Code	Where Combined	
0400		0359		(9) POSITION IDENTIFIER	(10) Position Type
				ARI	AR
CODE: C - ATCS/ATA M - Trainee/Developmental Monitoring S - Supervisor/Staff Spec. R - Trainee/Developmental Certification/ T - Trainee/Developmental Evaluation					

DAILY RECORD OF FACILITY OPERATION

PAGE NO.

1 of 1

DATE

09-11-01

LOCATION

Andrews AFB, MD

IDENTIFICATION

ADW

TYPE FACILITY

ATCT

OPERATING POSITION

OSIC

CHECKED BY

MANAGER

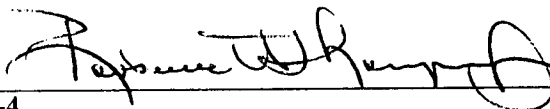
John Broderick

UTC

REMARKS

0400 C. MAGENNIS ON, ADW/DCA NORTH, WCLC. CFPL; PAD 92 CLSD TO RUN-UPS, KEYPAD FOR
 AWDS AT T-5 OTS, TRACON CLSD.
 1000 R. THOMPSON ON, ABV NOTED.
 1016 LOG REVIEWED BY AF/EA.
 1033 TRACON OPEN.
 1105 D. MADDOX ON, ABV NOTED, WCLC.
 1145 R. THOMPSON ON, ABOVE NOTED.
 1246 D. MADDOX ON, ABOVE NOTED.
 1346 R. THOMPSON ON, ABV NOTED.
 1350 ADW IS IN THREATCON CHARLIE.
 1430 ADW IS IN THREATCON DELTA.
 1435 J. AMPEY ON ABOVE NOTED.
 1439 TRACON COMBINED IN TWR.
 1721 DCA HAS ADW,S AIRSPACE.
 1845 TWY E SOUTH OF TWY C NON-MOVEMENT AREA
 2100 WCLC.
 2229 ATRF INITIATED FOR A1 ARRIVAL
 2249 ATRF FOR A1 TERMINATED.
 2250 C. FORD ON, ABOVE NOTED.
 0213 J. HYLAND ON ABV. NOTED
 0359 COB.

I CERTIFY that all entries above are correct; that scheduled operations have been accomplished, except as noted, and all abnormal occurrences and conditions have been recorded.



ADW Tower Traffic

Date Range Selected 9/11/2001 to 9/11/2001

<i>Site Reporting</i> ADW		<i>Itinerant</i>	<i>Local</i>	<i>Instrument Ops</i>
<i>Reporting Date</i> 9/11/2001	<i>AC</i>	0		0
<i>Creation Date</i> 9/12/2001 2:00:20 AM	<i>AT</i>	0		0
<i>Initials</i> RT	<i>GA</i>	4	0	0
<i>Report ID</i> 238	<i>MI</i>	168	6	0
	<i>Totals</i>	172	6	0

ADW TRACON Traffic

Date Range Selected 9/11/2001 to 9/11/2001

	Instrument Operations			TRSA Operations			
	Primary	Secondary	Overflights	Primary	Secondary	Overflights	
Site Reporting ADW	AC 0	0	0	AC 0	0	0	
Reporting Date 9/11/2001	AT 0	0	2	AT 0	0	0	
Creation Date 9/12/2001 2:01:42 AM	GA 1	0	0	GA 3	0	32	
Initials RT	MI 75	0	0	MI 87	0	3	
Report ID 238							
	Sub Totals	76	0	2	90	0	35
	Totals	78			125		
	Grand Total	203					

ADW Individual Delays

Reporting Date Range Selected 9/11/2001 to 9/11/2001

<i>Reporting Date</i>	<i>Aircraft ID</i>	<i>Delay Type</i>	<i>Charge Delay To</i>
<i>Site Reporting</i>	<i>Departure</i>	<i>Destination</i>	<i>Initials</i>
<i>Category</i>	<i>Start</i>	<i>End</i>	<i>Duration:</i>
<i>Creation Date</i>			<i>Report ID</i>
<i>Impacting Condition</i>			
<i>Impacting Condition Remarks</i>			
<i>Individual Delay Remarks</i>			

~~Karen Pontius~~

9/11 Personal Privacy

~~Rmy Saffy~~

Ret

Col

~~William Scott~~

9/11 Personal Privacy

**MEMORANDUM
OF CALL**

Previous editions usable

TO:

YOU WERE CALLED BY— YOU WERE VISITED BY—

OF (Organization)

PLEASE PHONE ▶ (Enter area code, if necessary) DSN

WILL CALL AGAIN IS WAITING TO SEE YOU

RETURNED YOUR CALL WISHES AN APPOINTMENT

MESSAGE

LT COL Peoples

9/11 Personal Privacy

Col Scott

RECEIVED BY	DATE	TIME
-------------	------	------

NSN 7540-00-834-4018
50263-111
UNICOR FPI-SST



OPTIONAL FORM 363 (Rev. 7-94)
General Services Administration

~~ATP 200~~

~~Special OPS~~

~~Terry Van Steenberg~~

9/11 Personal Privacy



**MEMORANDUM
OF CALL**

TO: _____

YOU WERE CALLED BY— YOU WERE VISITED BY—

OF (Organization) _____

PLEASE CALL → PHONE NO. _____
CODE/EXT. _____

WILL CALL AGAIN IS WAITING TO SEE YOU

RETURNED YOUR CALL WISHES AN APPOINTMENT

MESSAGE

9/11 Personal Privacy

~~NEADS~~

RECEIVED BY	DATE	TIME

STANDARD FORM 63 ☆ U. S. GPO: 1972 - 472-749 63-108
REVISED AUGUST 1967
GSA FPMR (41 CFR) 101-11.6