**Checklist Purpose/Use:**

This checklist should be used by the airport or consulting engineer/designer to identify external stakeholders (e.g. non-airport sponsor personnel) that need to be involved in the development of the CSPP or when making revisions to the CSPP. This checklist can be customized to include any unique stakeholders and their construction interests that may be applicable to an individual airport. As a result, prior to utilizing this checklist, airport sponsors and consulting engineers/designers should review the checklist in its entirety to determine where the checklist should be customized. The specific interests/needs listed for each stakeholder is not intended to be exhaustive. The specific interests/needs that were identified to likely be a priority for a particular stakeholder group are listed. These lists can be customized as deemed appropriate by the airport sponsor.

Airport Project Manager (Name/Title):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date last revised:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| Stakeholder | Specific Interests/Needs | Engagement Needed |
| --- | --- | --- |
| **Local Municipalities** | Varies |  |
| Public Works | Coordination for roadway access, traffic impacts, utility impacts |  |
| Development Services and Permitting | Adherence to local permitting ordinances |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |
| **FBO(s)** | Taxiway impacts, vehicle service road impacts, roadway/traffic/access impacts |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |
| **Flight School(s)** | Roadway access impacts |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |

|  |  |  |
| --- | --- | --- |
| **Military Unit(s)** | Airfield availability (runways/taxiways/aprons/lighting), roadway/traffic/access impacts, ARFF impacts, other service impacts (ATCT/AWOS/NAVAIDs), utility impacts, impacts to mission readiness/response requirements |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |
| **FAA** |  |  |
| ADO/Region | CSPP coordination, Part 77 and 157 compliance |  |
| ATCT | Airfield availability (runways/taxiways/aprons/lighting), other service impacts (ATCT/AWOS/NAVAIDs) |  |
| TechOps | Runway closures, service impacts (ATCT/AWOS/NAVAIDs) |  |
| Airport Certification Safety Inspector | Part 139 compliance (if applicable) |  |
| **TSA** | Roadway access impacts (including vehicle service roads), haul routes, perimeter fence alterations, gate access, badge access |  |
| Federal Security Director |  |  |
| Screening |  |  |
| Regulatory |  |  |
| Law Enforcement |  |  |
| **CBP** | Roadway access impacts (including vehicle service roads), haul routes, FIS access impacts |  |
| Port Director |  |  |
| **Corporate Tenants** | Airfield availability (runways/taxiways/aprons/lighting), roadway access impacts, ARFF impacts, utility impacts, other service impacts (ATCT/AWOS/NAVAIDs) |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |
| **Private Hangar Tenants** | Airfield availability (runways/taxiways/aprons/lighting), roadway access and vehicle parking impacts, utility impacts, other service impacts (ATCT/AWOS/NAVAIDs) |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |
| **Air Carriers** | Airfield availability (runways/taxiways/aprons/lighting), ARFF impacts, other service impacts (ATCT/AWOS/NAVAIDs) |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |
| **Cargo Carriers** | Airfield availability (runways/taxiways/aprons/lighting), roadway access impacts, ARFF impacts, other service impacts (ATCT/AWOS/NAVAIDs) |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |
| **Emergency Services Operators** | Airfield availability (runways/taxiways/aprons/lighting), roadway/traffic/access impacts, ARFF impacts, other service impacts (ATCT/AWOS/NAVAIDs), mission readiness/response time impacts |  |
| Medevac |  |  |
| Aerial Firefighting |  |  |
| Law Enforcement Aerial Unit(s) |  |  |
| [*insert organization or individual name*] |  |  |
| **Maintenance Repair and Overhaul (MRO) Facilities** | Taxiway and apron impacts, vehicle service road impacts, roadway/traffic/access impacts, utility impacts |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |

|  |  |  |
| --- | --- | --- |
| **Utility Providers** | Impacts to utility systems on and adjacent to airport property |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |
| **Concessionaires** | Roadway access impacts (including vehicle service roads) |  |
| [*insert organization or individual name*] |  |  |
| [*insert organization or individual name*] |  |  |
| [*insert additional stakeholders*] |  |  |
|  |  |  |
|  |  |  |