



Federal Aviation
Administration

FEDERAL AVIATION ADMINISTRATION

OE/AAA®

OBSTRUCTION EVALUATION / AIRPORT AIRSPACE ANALYSIS

DESK REFERENCE GUIDE

SUBJECT: Responding to NPH

**You are required to have a registered e-filing account*

All references to software products remain the protected trademarks of their manufacturers. The instructions in this document may reference Microsoft application(s).

This is not meant in any way to express a preference for any particular product since there are many different browsers, programs, and operating systems available to the user.

For simplicity only, one brand/product is used in the examples that follow.

Responding to NPH



ANY RESOLUTION OF THE ISSUE(S) DESCRIBED IN THE NPH MUST BE COMMUNICATED TO THE FAA VIA YOUR REGISTERED E-FILE ACCOUNT SO THAT A FAVORABLE DETERMINATION CAN SUBSEQUENTLY BE ISSUED.

You must upload your Response to a Notice of Presumed Hazard (NPH).

Constraints

1. Response to an NPH must be with a PDF file; only PDF files can be uploaded to the system.
2. There is a 25MB file size limit per document.

Uploading a Response to a NPH

To upload a Response to a NPH, go to the “My Cases in Interim Status” screen and select the desired Project Name Link.

Example: My Cases in Interim Status Screen – Project Name Link

My Cases in INTERIM Status

Please refer to the assigned ASN on all inquiries to the FAA

ASN	Folder Name	Project Name	Structure Name	Status	Date Accepted	Date Determined	7460-2 Received	City	State
<input type="checkbox"/> 2025-ANE-1376-OE		CENTR-000217096-12	251-63	Interim	09/20/2024	03/20/2025		Livemore Falls	ME
<input type="checkbox"/> 2025-ANE-1377-OE		CENTR-000217096-12	251-64	Interim	09/20/2024	03/20/2025		Livemore Falls	ME

To upload a Response to a NPH, select the applicable Interim status case **Upload a PDF** link.

Example: Project Summary Screen – Upload a PDF Link



Off Airport

Project Summary : FIRST-000469714-18

Structure	City, State	Lat/Long	Map	Actions	7460-2 Received
1 Work In Progress 2018-AEA-7389-OE	Leinbachs, PA	40° 24' 32.67" N 76° 0' 52.78" W	Show Map	Clone Upload a PDF Add 7460-2	
2 Work In Progress 2018-AEA-7390-OE	Leinbachs, PA	40° 24' 31.08" N 76° 0' 51.25" W	Show Map	Clone Upload a PDF Add 7460-2	
3 Work In Progress 2018-AEA-7391-OE	Leinbachs, PA	40° 24' 29.55" N 76° 0' 49.76" W	Show Map	Clone Upload a PDF Add 7460-2	
4 Interim 2018-AEA-7392-OE	Leinbachs, PA	40° 24' 26.50" N 76° 0' 50.00" W	Show Map	Clone Upload a PDF Add 7460-2	
5 Interim 2018-AEA-7393-OE	Leinbachs, PA	40° 24' 23.57" N 76° 0' 50.24" W	Show Map	Clone Upload a PDF Add 7460-2	

Select the type of document "**NPH resp.**" from the Choose Type of Document dropdown and then [**Browse**] your computer to find the Response to a NPH PDF file.

Example: Upload a Response to a NPH (PDF File) – Case Document Upload

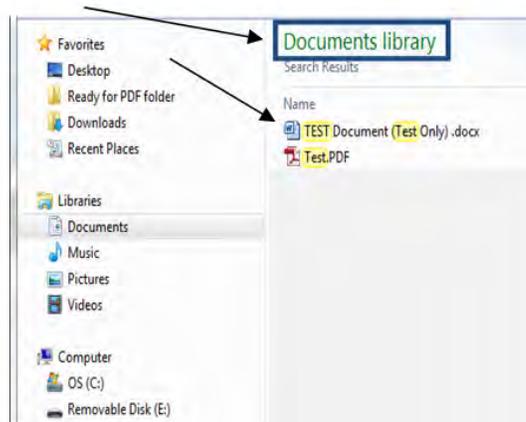
Choose Type of Document:

File to upload: No file selected.

Only PDF files may be uploaded to the system

Once the Response to a NPH file for upload is located on your computer, [**Open**] it, then select the [**Submit**] button to continue.

Example: Choose a File to Upload – Case Document



You'll receive a confirmation message when the Response to a NPH document is successfully uploaded.

The following message will display:

"Your file has been uploaded successfully to ASN: 2025-AXX-####-OE."

View Uploaded Response to a NPH

To view an uploaded Response to a NPH, go to the "My Cases in Interim Status" screen and select the desired **Structure Name** Link.

Example: My Cases in Interim Status Screen – Structure Name





My Cases in INTERIM Status

See your Tools Print this page

Responding to NPH - Desk Reference Guide

Please refer to the assigned ASN on all inquiries to the FAA

All Cases [Show All Cases \(26\)](#)

Filter by Case Status: Draft (0) | Accepted (0) | Work in Progress (26) | Interim (17) | Determined (0) | Circularized (0) | Terminated (0)

Cases Requiring Action: Waiting (0) | 7460-2 Required (0) | Add Letter (0) | Cases Due to Expire (0)

Records 1 to 17 of 17 Page 1 of 1

View Folder Create Folder Manage Folders [Transfer Cases - Desk Reference Guide](#)

ASN	Folder Name	Project Name	Structure Name	Status	Date Accepted	Date Determined	7460-2 Received	City	State
2018-AEA-7392-OE		FIRST-000469714-18		Interim	01/11/2025	11/12/2025		Lainbachs	PA
2018-AEA-7393-OE		FIRST-000469714-18		Interim	01/11/2025	11/12/2025		Lainbachs	PA
2018-AEA-7394-OE		FIRST-000469734-18		Interim	01/11/2025	11/12/2025		Lainbachs	PA

An uploaded Response to NPH (PDF file) is visible within your registered e-file account on the **Details for Case** screen.

Example: Details for Case screen – Uploaded an NPH Response (PDF File)

Details for Case

[Show Project Summary](#)

Date Accepted: 01/11/2025
Date Determined: 11/12/2025
Letters: 11/12/2025 NPH
10/26/2025 NPH (Interim) Res...
01/11/2025 180111 Domino A ...

Project Documents:
01/11/2025 OECASEDataSpreads...

You may upload as many PDF Response documents as your case requires, there is a 25MB file size limit per document.