

**Roads and Airports Department**  
**Airport Noise and Operations Monitoring System (NOMS) in the Airports Department**  
**Annual Surveillance Report: July 1, 2022 – June 30, 2023**

**1. Description of How the Technology Was Used**

As stated in the Roads and Airports Department's (RDA) Surveillance – Technology Use Policy – Airport Noise and Operations Monitoring System (NOMS), "The Airports Department shall use the NOMS to mitigate noise impacts to the communities surrounding the County airports by monitoring and recording aircraft radio communications to help determine conformance with noise abatement procedures at Reid-Hillview Airport and San Martin Airport." During the reporting period, the NOMS was used only for its Board-approved intended purpose, which tracked flights at both San Martin and Reid-Hillview Airports and assisted with the investigation into noise complaints made at the airports. The information in this system is restricted to Airports Department staff.

**2. Data Sharing with Outside Entities**

The Department has a process in place to track if any data from the Surveillance Use Policy (SUP) was shared with outside entities. During the reporting period there was no data shared with any outside entity.

**3. Community Complaints or Concerns about the Technology**

The Department has a process to track community complaints or concerns about the surveillance technology. Any complaints would be routed to the Department Administration for tracking. There were no complaints during the reporting period.

**4. Audits / Policy Violations**

Roads and Airports Department employees in charge of this SUP have been identified in writing. The Department has a process ensuring applicable staff are provided with and/or trained on the SUP. The Surveillance Use Policies are contained within the Department Policies and Procedures Manual that must be reviewed by all staff.

A random audit was conducted to determine who accessed the information in the NOMS. It was confirmed that the system was only accessed by authorized staff in compliance with the SUP.

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Information collected by the surveillance technology is only retained for the time periods listed in the Departmental SUP.

**5. Effectiveness at Achieving Identified Purpose**

The NOMS has been very effective at achieving the identified purpose of tracking and identifying noise issues at the County airports.

**6. Public Records Act Requests**

The Department has a process to track all public records act request for information, including any data collected by the surveillance technology. There were no public records act requests for this information during this reporting period.

**7. Annual Costs**

Total costs associated with the surveillance technology during the reporting period was a \$10,800 (\$5,400 per airport) for subscription fee and was paid for by the Airport Enterprise Fund.