

# virtual Air Traffic Management

v0.1.4a

# TABLE OF CONTENTS

	Page
<b>Chapter 4 General Provisions for Air Traffic Services</b>	<b>3</b>
4.1 Responsibility for the provision of air traffic control service . . . . .	3
4.2 Responsibility for the provision of flight information service and alerting service . . . . .	3
4.3 Division of responsibility for control between air traffic control units . . . . .	4
4.4 Flight plan . . . . .	5
4.5 Air traffic control clearances . . . . .	7
4.6 Horizontal speed control instructions . . . . .	10
4.7 Vertical speed control instructions . . . . .	12
4.8 Change from IFR to VFR flight . . . . .	12
4.9 Wake turbulence categories . . . . .	13
4.10 Altimeter setting procedures . . . . .	13
4.11 Position reporting . . . . .	16
4.12 Presentation and updating of flight plan and control data . . . . .	17
4.13 Failure of irregularity of systems and equipment . . . . .	18
4.14 Data link communications initiation procedures . . . . .	18
<b>Chapter 6 Separation in the Vicinity of Aerodromes</b>	<b>20</b>
6.1 Reduction in separation minima in the vicinity of aerodromes . . . . .	20
6.2 Essential local traffic . . . . .	20
6.3 Procedures for departing aircraft . . . . .	20
6.4 Information for departing aircraft . . . . .	23
6.5 Procedures for arriving aircraft . . . . .	24
6.6 Information for arriving aircraft . . . . .	31
6.7 Operations on parallel or near-parallel runways . . . . .	33
<b>Chapter 7 Procedures for Aerodrome Control Service</b>	<b>39</b>
7.1 Functions of aerodrome control towers . . . . .	39
7.2 Selection of runway-in-use . . . . .	40
7.3 Initial call to aerodrome control tower . . . . .	41
7.4 Information to aircraft by aerodrome control towers . . . . .	41
7.5 Essential information on aerodrome conditions . . . . .	44
7.6 Control of aerodrome traffic . . . . .	45
7.7 Control of traffic in the traffic circuit . . . . .	48
7.8 Order of priority for arriving and departing aircraft . . . . .	49
7.9 Control of departing aircraft . . . . .	49
7.10 Control of arriving aircraft . . . . .	51
7.11 Reduced runway separation minima between aircraft using the same runway . . . . .	52
7.12 Procedures for low visibility operations . . . . .	54
7.13 Suspension of visual flight rules operations . . . . .	55
7.14 Authorization of special VFR flights . . . . .	56
7.15 Designation of hot spot(s) . . . . .	56
<b>Chapter 8 ATS Surveillance Services</b>	<b>57</b>
8.1 ATS surveillance systems capabilities . . . . .	57
8.2 Situation display . . . . .	59
8.3 Communications . . . . .	59
8.4 Provision of ATS surveillance services . . . . .	60
8.5 Use of SSR transponders and ADS-B transmitters . . . . .	60
8.6 General procedures . . . . .	63

## Chapter 4

# GENERAL PROVISIONS FOR AIR TRAFFIC SERVICES

### 4.1 RESPONSIBILITY FOR THE PROVISION OF AIR TRAFFIC CONTROL SERVICE

#### 4.1.1 Area control service

Area control service shall be provided:

- a) by an area control centre (ACC); or
- b) by the unit providing approach control service in a control zone or in a control area of limited extent which is designated primarily for the provision of approach control service, when no ACC is established.

#### 4.1.2 Approach control service

Approach control service shall be provided:

- a) by an aerodrome control tower or an ACC, when it is necessary or desirable to combine under the responsibility of one unit the functions of the approach control service and those of the aerodrome control service or the area control service; or
- b) by an approach control unit, when it is necessary or desirable to establish a separate unit.

*Note — Approach control service may be provided by a unit collocated with an ACC, or by a control sector within an ACC.*

#### 4.1.3 Aerodrome control service

Aerodrome control service shall be provided by an aerodrome control tower.

### 4.2 RESPONSIBILITY FOR THE PROVISION OF FLIGHT INFORMATION SERVICE AND ALERTING SERVICE

Flight information service and alerting service shall be provided as follows:

- a) *within a flight information region (FIR)*: by a flight information centre, unless the responsibility for providing such services is assigned to an air traffic control unit having adequate facilities for the exercise of such responsibilities;
- b) *within controlled airspace and at controlled aerodromes*: by the relevant air traffic control units.

### 4.3 DIVISION OF RESPONSIBILITY FOR CONTROL BETWEEN AIR TRAFFIC CONTROL UNITS

#### 4.3.1 General

The appropriate ATS authority shall designate the area of responsibility for each air traffic control (ATC) unit and, when applicable, for individual control sectors within an ATC unit. Where there is more than one ATC working position within a unit or sector, the duties and responsibilities of the individual working positions shall be defined.

#### 4.3.2 Between a unit providing aerodrome control service and a unit providing approach control service

4.3.2.1 Except for flights which are provided aerodrome control service only, the control of arriving and departing controlled flights shall be divided between units providing aerodrome control service and units providing approach control service as follows:

4.3.2.1.1 *Arriving aircraft.* Control of an arriving aircraft shall be transferred from the unit providing approach control service to the unit providing aerodrome control service when the aircraft:

- a) is in the vicinity of the aerodrome, and
  - 1) it is considered that approach and landing will be completed in visual reference to the ground, or
  - 2) has reached uninterrupted visual meteorological conditions, or
- b) is at a prescribed point or level, or
- c) has landed,

as specified in letters of agreement or ATS unit instructions.

4.3.2.1.2 Transfer of communications to the aerodrome controller should be effected at such a point, level or time that clearance to land or alternative instructions, as well as information on essential local traffic, can be issued in a timely manner.

*Note — Even though there is an approach control unit, control of certain flights may be transferred directly from an ACC to an aerodrome control tower and vice versa, by prior arrangement between the units concerned for the relevant part of approach control service to be provided by the ACC or the aerodrome control tower, as applicable.*

4.3.2.1.3 *Departing aircraft.* Control of a departing aircraft shall be transferred from the unit providing aerodrome control service to the unit providing approach control service:

- a) when visual meteorological conditions prevail in the vicinity of the aerodrome:
  - 1) prior to the time the aircraft leaves the vicinity of the aerodrome,
  - 2) prior to the aircraft entering instrument meteorological conditions, or
  - 3) when the aircraft is at a prescribed point or level,

as specified in letters of agreement or ATS unit instructions;

b) when instrument meteorological conditions prevail at the aerodrome:

- 1) immediately after the aircraft is airborne, or
- 2) when the aircraft is at a prescribed point or level,

as specified in letters of agreement or local instructions.

*Note — See Note following 4.3.2.1.2.*

### **4.3.3 Between a unit providing approach control service and a unit providing area control service**

4.3.3.1 When area control service and approach control service are not provided by the same air traffic control unit, responsibility for controlled flights shall rest with the unit providing area control service except that a unit providing approach control service shall be responsible for the control of:

- a) arriving aircraft that have been released to it by the ACC;
- b) departing aircraft until such aircraft are released to the ACC.

4.3.3.2 A unit providing approach control service shall assume control of arriving aircraft, provided such aircraft have been released to it, upon arrival of the aircraft at the point, level or time agreed for transfer of control, and shall maintain control during approach to the aerodrome.

### **4.3.4 Between two units providing area control service**

The responsibility for the control of an aircraft shall be transferred from a unit providing area control service in a control area to the unit providing area control service in an adjacent control area at the time of crossing the common control area boundary as estimated by the ACC having control of the aircraft or at such other point, level or time as has been agreed between the two units.

### **4.3.5 Between control sectors/positions within the same air traffic control unit**

The responsibility for the control of an aircraft shall be transferred from one control sector/position to another control sector/position within the same ATC unit at a point, level or time, as specified in local instructions.

## **4.4 FLIGHT PLAN**

### **4.4.1 Flight plan form**

4.4.1.1 An operator shall, prior to departure:

- a) ensure that, where the flight is intended to operate on a route or in an area where a navigation specification is prescribed, it has an appropriate RNP approval, and that all conditions applying to that approval will be satisfied;

- b) ensure that, where the flight is intended to operate in reduced vertical separation minimum (RVSM) airspace, it has the required RVSM approval;
- c) ensure that, where the flight is intended to operate where an RCP specification is prescribed, it has an appropriate approval, and that all conditions applying to that approval will be satisfied.
- d) ensure that, where the flight is intended to operate where an RSP specification is prescribed, it has an appropriate RSP approval, and that all conditions applying to that approval will be satisfied.

#### 4.4.2 Submission of a flight plan

##### 4.4.2.1 PRIOR TO DEPARTURE

*Note — On VATSIM, flight plans may be submitted 2 hours before the flight.*

##### 4.4.2.2 DURING FLIGHT

4.4.2.2.1 A flight plan to be submitted during flight should normally be transmitted to the ATS unit in charge of the FIR, control area, advisory area or advisory route in or on which the aircraft is flying, or in or through which the aircraft wishes to fly or to the aeronautical telecommunication station serving the air traffic services unit concerned. When this is not practicable, it should be transmitted to another ATS unit or aeronautical telecommunication station for retransmission as required to the appropriate air traffic services unit.

4.4.2.2.2 Where relevant, such as in respect of ATC units serving high- or medium-density airspace, the appropriate ATS authority should prescribe conditions and/or limitations with respect to the submission of flight plans during flight to ATC units.

*Note — If the flight plan is submitted for the purpose of obtaining air traffic control service, the aircraft is required to wait for an air traffic control clearance prior to proceeding under the conditions requiring compliance with air traffic control procedures. If the flight plan is submitted for the purpose of obtaining air traffic advisory service, the aircraft is required to wait for acknowledgment of receipt by the unit providing the service.*

#### 4.4.3 Acceptance of a flight plan

The first ATS unit receiving a flight plan, or change thereto, shall:

- a) check it for compliance with the format and data conventions;
- b) check it for completeness and, to the extent possible, for accuracy;
- c) take action, if necessary, to make it acceptable to the air traffic services; and
- d) indicate acceptance of the flight plan or change thereto, to the originator.

## 4.5 AIR TRAFFIC CONTROL CLEARANCES

### 4.5.1 Scope and purpose

4.5.1.1 Clearances are issued solely for expediting and separating air traffic and are based on known traffic conditions which affect safety in aircraft operation. Such traffic conditions include not only aircraft in the air and on the manoeuvring area over which control is being exercised, but also any vehicular traffic or other obstructions not permanently installed on the manoeuvring area in use.

4.5.1.2 If an air traffic control clearance is not suitable to the pilot-in-command of an aircraft, the flight crew may request and, if practicable, obtain an amended clearance.

4.5.1.3 The issuance of air traffic control clearances by air traffic control units constitutes authority for an aircraft to proceed only in so far as known air traffic is concerned. ATC clearances do not constitute authority to violate any applicable regulations for promoting the safety of flight operations or for any other purpose; neither do clearances relieve a pilot-in-command of any responsibility whatsoever in connection with a possible violation of applicable rules and regulations.

4.5.1.4 ATC units shall issue such ATC clearances as are necessary to prevent collisions and to expedite and maintain an orderly flow of air traffic.

4.5.1.5 ATC clearances must be issued early enough to ensure that they are transmitted to the aircraft in sufficient time for it to comply with them.

### 4.5.2 Aircraft subject to ATC for part of flight

4.5.2.1 When a flight plan specifies that the initial portion of a flight will be uncontrolled, and that the subsequent portion of the flight will be subject to ATC, the aircraft shall be advised to obtain its clearance from the ATC unit in whose area controlled flight will be commenced.

4.5.2.2 When a flight plan specifies that the first portion of a flight will be subject to ATC, and that the subsequent portion will be uncontrolled, the aircraft shall normally be cleared to the point at which the controlled flight terminates.

### 4.5.3 Contents of clearances

4.5.3.1 Clearances shall contain positive and concise data and shall, as far as practicable, be phrased in a standard manner.

4.5.3.2 Clearances shall, except as provided for in Chapter 6, Section 6.3.2, concerning standard departure clearances, contain the items specified in Chapter 11, 11.4.2.6.2.1.

### 4.5.4 Departing aircraft

ACCs shall, except where procedures providing for the use of standard departure clearances have been implemented, forward a clearance to approach control units or aerodrome control towers with the least possible delay after receipt of request made by these units, or prior to such request if practicable.

### 4.5.5 En-route aircraft

#### 4.5.5.1 GENERAL

4.5.5.1.1 An ATC unit may request an adjacent ATC unit to clear aircraft to a specified point during a specified period.

4.5.5.1.2 After the initial clearance has been issued to an aircraft at the point of departure, it will be the responsibility of the appropriate ATC unit to issue an amended clearance whenever necessary and to issue traffic information, if required.

4.5.5.1.3 When so requested by the flight crew, an aircraft shall be cleared for cruise climb whenever traffic conditions and coordination procedures permit. Such clearance shall be for cruise climb either above a specified level or between specified levels.

#### 4.5.5.2 CLEARANCES RELATING TO SUPERSONIC FLIGHT

4.5.5.2.1 Aircraft intending supersonic flight shall, whenever practicable, be cleared for the transonic acceleration phase prior to departure.

4.5.5.2.2 During the transonic and supersonic phases of a flight, amendments to the clearance should be kept to a minimum and must take due account of the operational limitations of the aircraft in these flight phases.

### 4.5.6 Description of air traffic control clearances

#### 4.5.6.1 CLEARANCE LIMIT

4.5.6.1.1 A clearance limit shall be described by specifying the name of the appropriate significant point, or aerodrome, or controlled airspace boundary.

4.5.6.1.2 When prior coordination has been effected with units under whose control the aircraft will subsequently come, or if there is reasonable assurance that it can be effected a reasonable time prior to their assumption of control, the clearance limit shall be the destination aerodrome or, if not practicable, an appropriate intermediate point, and coordination shall be expedited so that a clearance to the destination aerodrome may be issued as soon as possible.

4.5.6.1.3 If an aircraft has been cleared to an intermediate point in adjacent controlled airspace, the appropriate ATC unit will then be responsible for issuing, as soon as practicable, an amended clearance to the destination aerodrome.

4.5.6.1.4 When the destination aerodrome is outside controlled airspace, the ATC unit responsible for the last controlled airspace through which an aircraft will pass shall issue the appropriate clearance for flight to the limit of that controlled airspace.

#### 4.5.6.2 ROUTE OF FLIGHT

4.5.6.2.1 The route of flight shall be detailed in each clearance when deemed necessary. The phrase “cleared flight planned route” may be used to describe any route or portion thereof, provided the route or portion thereof is identical to that filed in the flight plan and sufficient routing details are given to definitely establish the aircraft on its route. The phrases “cleared (designation) departure” or “cleared (designation) arrival” may be used when standard departure or arrival routes have been established by the appropriate ATS authority and published in Aeronautical Information Publications (AIPs).

*Note — See 6.3.2.3 pertaining to standard clearances for departing aircraft and 6.5.2.3 pertaining to standard clearances for arriving aircraft.*

4.5.6.2.2 The phrase “cleared flight planned route” shall not be used when granting a re-clearance.



4.5.6.2.3 Subject to airspace constraints, ATC workload and traffic density, and provided coordination can be effected in a timely manner, an aircraft should whenever possible be offered the most direct routing.

#### 4.5.6.3 LEVELS

Except as provided for in Chapter 6, 6.3.2 and 6.5.1.5, use of standard departure and arrival clearances, instructions included in clearances relating to levels shall consist of the items specified in Chapter 11, 11.4.2.6.2.2.

#### 4.5.6.4 CLEARANCE OF A REQUESTED CHANGE IN FLIGHT PLAN

4.5.6.4.1 When issuing a clearance covering a requested change in route or level, the exact nature of the change shall be included in the clearance.

4.5.6.4.2 When traffic conditions will not permit clearance of a requested change, the word “UNABLE” shall be used. When warranted by circumstances, an alternative route or level should be offered.

4.5.6.4.3 When an alternative route is offered and accepted by the flight crew under the procedures described in 4.5.6.4.2, the amended clearance issued shall describe the route to the point where it joins the previously cleared route, or, if the aircraft will not re-join the previous route, to the destination.

#### 4.5.6.5 READBACK OF CLEARANCES

4.5.6.5.1 The flight crew shall read back to the air traffic controller safety-related parts of ATC clearances and instructions which are transmitted by voice. The following items shall always be read back:

- a) ATC route clearances;
- b) clearances and instructions to enter, land on, take off from, hold short of, cross, taxi and backtrack on any runway; and
- c) runway-in-use, altimeter settings, SSR codes, level instructions, heading and speed instructions and, whether issued by the controller or contained in automatic terminal information service (ATIS) broadcasts, transition levels.

*Note — If the level of an aircraft is reported in relation to standard pressure 1 013.25 hPa, the words “FLIGHT LEVEL” precede the level figures. If the level of the aircraft is reported in relation to QNH/QFE, the figures are followed by the word “METRES” or “FEET”, as appropriate.*

4.5.6.5.1.1 Other clearances or instructions, including conditional clearances, shall be read back or acknowledged in a manner to clearly indicate that they have been understood and will be complied with.

4.5.6.5.2 The controller shall listen to the readback to ascertain that the clearance or instruction has been correctly acknowledged by the flight crew and shall take immediate action to correct any discrepancies revealed by the readback.

4.5.6.5.2.1 Unless specified by the appropriate ATS authority, voice readback of controller-pilot data link communications (CPDLC) messages shall not be required.

*Note — The procedures and provisions relating to the exchange and acknowledgement of CPDLC messages are contained in Annex 10, Volume II and the PANS-ATM, Chapter 14.*

## 4.6 HORIZONTAL SPEED CONTROL INSTRUCTIONS

### 4.6.1 General

4.6.1.1 In order to facilitate a safe and orderly flow of traffic, aircraft may, subject to conditions specified by the appropriate authority, be instructed to adjust speed in a specified manner. Flight crews should be given adequate notice of planned speed control.

*Note 1 — Application of speed control over a long period of time may affect aircraft fuel reserves.*

*Note 2 — Provisions concerning longitudinal separation using the Mach number technique are contained in Chapter 5, Separation Methods and Minima.*

4.6.1.2 Speed control instructions shall remain in effect unless explicitly cancelled or amended by the controller.

*Note — Cancellation of any speed control instruction does not relieve the flight crew of compliance with speed limitations associated with airspace classifications as specified in Annex 11 — Air Traffic Services, Appendix 4.*

4.6.1.3 Speed control shall not be applied to aircraft entering or established in a holding pattern.

4.6.1.4 Speed adjustments should be limited to those necessary to establish and/or maintain a desired separation minimum or spacing. Instructions involving frequent changes of speed, including alternate speed increases and decreases, should be avoided.

4.6.1.5 The flight crew shall inform the ATC unit concerned if at any time they are unable to comply with a speed instruction. In such cases, the controller shall apply an alternative method to achieve the desired spacing between the aircraft concerned.

4.6.1.6 At levels at or above FL 250, speed adjustments should be expressed in multiples of 0.01 Mach; at levels below FL 250, speed adjustments should be expressed in multiples of 10 kt based on indicated airspeed (IAS).

*Note 1 — Mach 0.01 equals approximately 6 kt IAS at higher flight levels.*

*Note 2 — When an aircraft is heavily loaded and at a high level, its ability to change speed may, in cases, be very limited.*

4.6.1.7 Aircraft shall be advised when a speed control restriction is no longer required.

### 4.6.2 Methods of application

4.6.2.1 In order to establish a desired spacing between two or more successive aircraft, the controller should first either reduce the speed of the last aircraft, or increase the speed of the lead aircraft, then adjust the speed(s) of the other aircraft in order.

4.6.2.2 In order to maintain a desired spacing using speed control techniques, specific speeds need to be assigned to all the aircraft concerned.

*Note 1 — The true airspeed (TAS) of an aircraft will decrease during descent when maintaining a constant IAS. When two descending aircraft maintain the same IAS, and the leading aircraft is at the lower level, the TAS of the leading aircraft will be lower than that of the following aircraft. The distance*

between the two aircraft will thus be reduced, unless a sufficient speed differential is applied. For the purpose of calculating a desired speed differential between two succeeding aircraft, 6 kt IAS per 1 000 ft height difference may be used as a general rule. At levels below FL 80 the difference between IAS and TAS is negligible for speed control purposes.

*Note 2 — Time and distance required to achieve a desired spacing will increase with higher levels, higher speeds, and when the aircraft is in a clean configuration.*

### 4.6.3 Descending and arriving aircraft

4.6.3.1 An aircraft should, when practicable, be authorized to absorb a period of notified terminal delay by cruising at a reduced speed for the latter portion of its flight.

4.6.3.2 An arriving aircraft may be instructed to maintain its “maximum speed”, “minimum clean speed”, “minimum speed”, or a specified speed.

*Note — “Minimum clean speed” signifies the minimum speed at which an aircraft can be flown in a clean configuration, i.e. without deployment of lift-augmentation devices, speed brakes or landing gear.*

4.6.3.3 Speed reductions to less than 250 kt IAS for turbojet aircraft during initial descent from cruising level should be applied only with the concurrence of the flight crew.

4.6.3.4 Instructions for an aircraft to simultaneously maintain a high rate of descent and reduce its speed should be avoided as such manoeuvres are normally not compatible. Any significant speed reduction during descent may require the aircraft to temporarily level off to reduce speed before continuing descent.

4.6.3.5 Arriving aircraft should be permitted to operate in a clean configuration for as long as possible. Below FL 150, speed reductions for turbojet aircraft to not less than 220 kt IAS, which will normally be very close to the minimum speed of turbojet aircraft in a clean configuration, may be used.

4.6.3.6 Only minor speed adjustments not exceeding plus/minus 20 kt IAS should be used for aircraft on intermediate and final approach.

4.6.3.7 Speed control should not be applied to aircraft after passing a point 4 NM from the threshold on final approach.

*Note — The flight crew has a requirement to fly a stabilized approach (airspeed and configuration) typically by 3 NM from the threshold (Doc 8168, PANS-OPS, Volume I, Part III, Section 4, Chapter 3, 3.3 refers).*

### 4.6.4 SID and STAR

The flight crew shall comply with published SID and STAR speed restrictions unless the restrictions are explicitly cancelled or amended by the controller.

*Note 1 — Some SID and STAR speed restrictions ensure containment within RNAV departure or arrival procedure (e.g. maximum speed associated with a constant radius arc to a fix (RF) leg).*

*Note 2 — See 6.3.2.4 pertaining to clearances on a SID and 6.5.2.4 pertaining to clearances on a STAR.*

## 4.7 VERTICAL SPEED CONTROL INSTRUCTIONS

### 4.7.1 General

4.7.1.1 In order to facilitate a safe and orderly flow of traffic, aircraft may be instructed to adjust rate of climb or rate of descent. Vertical speed control may be applied between two climbing aircraft or two descending aircraft in order to establish or maintain a specific vertical separation minimum.

4.7.1.2 Vertical speed adjustments should be limited to those necessary to establish and/or maintain a desired separation minimum. Instructions involving frequent changes of climb/descent rates should be avoided.

4.7.1.3 The flight crew shall inform the ATC unit concerned if unable, at any time, to comply with a specified rate of climb or descent. In such cases, the controller shall apply an alternative method to achieve an appropriate separation minimum between aircraft, without delay.

4.7.1.4 Aircraft shall be advised when a rate of climb/descent restriction is no longer required.

### 4.7.2 Methods of application

4.7.2.1 An aircraft may be instructed to expedite climb or descent as appropriate to or through a specified level, or may be instructed to reduce its rate of climb or rate of descent.

4.7.2.2 Climbing aircraft may be instructed to maintain a specified rate of climb, a rate of climb equal to or greater than a specified value or a rate of climb equal to or less than a specified value.

4.7.2.3 Descending aircraft may be instructed to maintain a specified rate of descent, a rate of descent equal to or greater than a specified value or a rate of descent equal to or less than a specified value.

4.7.2.4 In applying vertical speed control, the controller should ascertain to which level(s) climbing aircraft can sustain a specified rate of climb or, in the case of descending aircraft, the specified rate of descent which can be sustained, and shall ensure that alternative methods of maintaining separation can be applied in a timely manner, if required.

*Note — Controllers need to be aware of aircraft performance characteristics and limitations in relation to a simultaneous application of horizontal and vertical speed limitations.*

## 4.8 CHANGE FROM IFR TO VFR FLIGHT

4.8.1 Change from instrument flight rules (IFR) flight to visual flight rules (VFR) flight is only acceptable when a message initiated by the pilot-in-command containing the specific expression “CANCELLING MY IFR FLIGHT”, together with the changes, if any, to be made to the current flight plan, is received by an air traffic services unit. No invitation to change from IFR flight to VFR flight is to be made either directly or by inference.

4.8.2 No reply, other than the acknowledgment “IFR FLIGHT CANCELLED AT ... (time)”, should normally be made by an air traffic services unit.

4.8.3 When an ATS unit is in possession of information that instrument meteorological conditions are likely to be encountered along the route of flight, a pilot changing from IFR flight to VFR flight

should, if practicable, be so advised.

*Note — See Chapter 11, 11.4.3.2.1.*

4.8.4 An ATC unit receiving notification of an aircraft's intention to change from IFR to VFR flight shall, as soon as practicable thereafter, so inform all other ATS units to whom the IFR flight plan was addressed, except those units through whose regions or areas the flight has already passed.

## 4.9 WAKE TURBULENCE CATEGORIES

*Note — The term “wake turbulence” is used in this context to describe the effect of the rotating air masses generated behind the wing tips of large jet aircraft, in preference to the term “wake vortex” which describes the nature of the air masses. Detailed characteristics of wake vortices and their effect on aircraft are contained in the Air Traffic Services Planning Manual (Doc 9426), Part II, Section 5.*

### 4.9.1 Wake turbulence categories of aircraft

4.9.1.1 Wake turbulence separation minima shall be based on a grouping of aircraft types into three categories according to the maximum certificated take-off mass as follows:

- a) HEAVY (H) – all aircraft types of 136 000 kg or more;
- b) MEDIUM (M) – aircraft types less than 136 000 kg but more than 7 000 kg; and
- c) LIGHT (L) – aircraft types of 7 000 kg or less.

4.9.1.2 Helicopters should be kept well clear of light aircraft when hovering or while air taxiing.

*Note 1 — Helicopters produce vortices when in flight and there is some evidence that, per kilogram of gross mass, their vortices are more intense than those of fixed-wing aircraft.*

*Note 2 — The provisions governing wake turbulence separation minima are set forth in Chapter 5, Section 5.8, and Chapter 8, Section 8.7.3.*

### 4.9.2 Indication of heavy wake turbulence category

For aircraft in the heavy wake turbulence category the word “Heavy” shall be included immediately after the aircraft call sign in the initial radiotelephony contact between such aircraft and ATS units.

*Note — Wake turbulence categories are specified in the instructions for completing Item 9 of the flight plan in Appendix 2.*

## 4.10 ALTIMETER SETTING PROCEDURES

### 4.10.1 Expression of vertical position of aircraft

4.10.1.1 For flights in the vicinity of aerodromes and within terminal control areas the vertical position of aircraft shall, except as provided for in 4.10.1.2, be expressed in terms of altitudes at or

below the transition altitude and in terms of flight levels at or above the transition level. While passing through the transition layer, vertical position shall be expressed in terms of flight levels when climbing and in terms of altitudes when descending.

4.10.1.2 When an aircraft which has been given clearance to land is completing its approach using atmospheric pressure at aerodrome elevation (QFE), the vertical position of the aircraft shall be expressed in terms of height above aerodrome elevation during that portion of its flight for which QFE may be used, except that it shall be expressed in terms of height above runway threshold elevation:

- a) for instrument runways, if the threshold is 2 m (7 ft) or more below the aerodrome elevation; and
- b) for precision approach runways.

4.10.1.3 For flights en route, the vertical position of aircraft shall be expressed in terms of:

- a) flight levels at or above the lowest usable flight level; and
- b) altitudes below the lowest usable flight level;

except where, on the basis of regional air navigation agreements, a transition altitude has been established for a specified area, in which case the provisions of 4.10.1.1 shall apply.

#### 4.10.2 Determination of the transition level

4.10.2.1 The appropriate ATS unit shall establish the transition level to be used in the vicinity of the aerodrome(s) concerned and, when relevant, the terminal control area (TMA) concerned, for the appropriate period of time on the basis of QNH (altimeter subscale setting to obtain elevation when on the ground) reports and forecast mean sea level pressure, if required.

4.10.2.2 The transition level shall be the lowest flight level available for use above the transition altitude established for the aerodrome(s) concerned. Where a common transition altitude has been established for two or more aerodromes which are so closely located as to require coordinated procedures, the appropriate ATS units shall establish a common transition level to be used at any given time in the vicinity of the aerodrome and, when relevant, in the TMA concerned.

*Note — See 4.10.3.2 regarding the determination of the lowest usable flight level(s) for control areas.*

#### 4.10.3 Minimum cruising level for IFR flights

4.10.3.1 Except when specifically authorized by the appropriate authority, cruising levels below the minimum flight altitudes established by the State shall not be assigned.

4.10.3.2 ATC units shall, when circumstances warrant it, determine the lowest usable flight level or levels for the whole or parts of the control area for which they are responsible, use it when assigning flight levels and pass it to pilots on request.

*Note 1 — Unless otherwise prescribed by the State concerned, the lowest usable flight level is that flight level which corresponds to, or is immediately above, the established minimum flight altitude.*

*Note 2 — The portion of a control area for which a particular lowest usable flight level applies is determined in accordance with air traffic services requirements.*

*Note 3 — The objectives of the air traffic control service as prescribed in Annex 11 do not include*

*prevention of collision with terrain. The procedures prescribed in this document do not relieve pilots of their responsibility to ensure that any clearances issued by air traffic control units are safe in this respect. When an IFR flight is vectored or is given a direct routing which takes the aircraft off an ATS route, the procedures in Chapter 8, 8.6.5.2 apply.*

#### 4.10.4 Provision of altimeter setting information

4.10.4.1 Appropriate ATS units shall at all times have available for transmission to aircraft in flight, on request, the information required to determine the lowest flight level which will ensure adequate terrain clearance on routes or segments of routes for which this information is required.

*Note — If so prescribed on the basis of regional air navigation agreements, this information may consist of climatological data.*

4.10.4.2 Flight information centres and ACCs shall have available for transmission to aircraft, on request, an appropriate number of QNH reports or forecast pressures for the FIRs and control areas for which they are responsible, and for those adjacent.

4.10.4.3 The flight crew shall be provided with the transition level in due time prior to reaching it during descent. This may be accomplished by voice communications, ATIS broadcast or data link.

4.10.4.4 The transition level shall be included in approach clearances when so prescribed by the appropriate authority or requested by the pilot.

4.10.4.5 A QNH altimeter setting shall be included in the descent clearance when first cleared to an altitude below the transition level, in approach clearances or clearances to enter the traffic circuit, and in taxi clearances for departing aircraft, except when it is known that the aircraft has already received the information.

4.10.4.6 A QFE altimeter setting shall be provided to aircraft on request or on a regular basis in accordance with local arrangements; it shall be the QFE for the aerodrome elevation except for:

- a) for instrument runways, if the threshold is 2 m (7 ft) or more below the aerodrome elevation; and
- b) for precision approach runways;

in which cases the QFE for the relevant runway threshold shall be provided.

4.10.4.7 Altimeter settings provided to aircraft shall be rounded down to the nearest lower whole hectopascal.

*Note 1 — Unless otherwise prescribed by the State concerned, the lowest usable flight level is that flight level which corresponds to, or is immediately above, the established minimum flight altitude.*

*Note 2 — The portion of a control area for which a particular lowest usable flight level applies is determined in accordance with air traffic services requirements.*

*Note 3 — See Foreword, Note 2 to paragraph 2.1.*

## 4.11 POSITION REPORTING

### 4.11.1 Transmission of position reports

4.11.1.1 On routes defined by designated significant points, position reports shall be made by the aircraft when over, or as soon as possible after passing, each designated compulsory reporting point, except as provided in 4.11.1.3 and 4.11.3. Additional reports over other points may be requested by the appropriate ATS unit.

4.11.1.2 On routes not defined by designated significant points, position reports shall be made by the aircraft as soon as possible after the first half hour of flight and at hourly intervals thereafter, except as provided in 4.11.1.3. Additional reports at shorter intervals of time may be requested by the appropriate ATS unit.

4.11.1.3 Under conditions specified by the appropriate ATS authority, flights may be exempted from the requirement to make position reports at each designated compulsory reporting point or interval. In applying this, account should be taken of the meteorological requirement for the making and reporting of routine aircraft observations.

*Note — This is intended to apply in cases where adequate flight progress data are available from other sources, e.g. radar or ADS-B (see Chapter 8, 8.6.4.4), or ADS-C (see Chapter 13) and in other circumstances where the omission of routine reports from selected flights is found to be acceptable.*

4.11.1.4 The position reports required by 4.11.1.1 and 4.11.1.2 shall be made to the ATS unit serving the airspace in which the aircraft is operated. In addition, when so prescribed by the appropriate ATS authority in aeronautical information publications or requested by the appropriate ATS unit, the last position report before passing from one FIR or control area to an adjacent FIR or control area shall be made to the ATS unit serving the airspace about to be entered.

4.11.1.5 If a position report is not received at the expected time, subsequent control shall not be based on the assumption that the estimated time is accurate. Immediate action shall be taken to obtain the report if it is likely to have any bearing on the control of other aircraft.

### 4.11.2 Contents of voice position reports

4.11.2.1 The position reports required by 4.11.1.1 and 4.11.1.2 shall contain the following elements of information, except that elements d), e) and f) may be omitted from position reports transmitted by radiotelephony, when so prescribed on the basis of regional air navigation agreements:

- a) aircraft identification;
- b) position;
- c) time;
- d) flight level or altitude, including passing level and cleared level if not maintaining the cleared level;
- e) next position and time over; and
- f) ensuing significant point.

4.11.2.1.1 Element d), flight level or altitude, shall, however, be included in the initial call after a



change of air-ground voice communication channel.

4.11.2.2 When assigned a speed to maintain, the flight crew shall include this speed in their position reports. The assigned speed shall also be included in the initial call after a change of air-ground voice communication channel, whether or not a full position report is required.

*Note — Omission of element d) may be possible when flight level or altitude, as appropriate, derived from pressure-altitude information can be made continuously available to controllers in labels associated with the position indication of aircraft and when adequate procedures have been developed to guarantee the safe and efficient use of this altitude information.*

#### **4.11.3 Radiotelephony procedures for air-ground voice communication channel changeover**

When so prescribed by the appropriate ATS authority, the initial call to an ATC unit after a change of air-ground voice communication channel shall contain the following elements:

- a) designation of the station being called;
- b) call sign and, for aircraft in the heavy wake turbulence category, the word “Heavy”;
- c) level, including passing and cleared levels if not maintaining the cleared level;
- d) speed, if assigned by ATC; and
- e) additional elements, as required by the appropriate ATS authority.

### **4.12 PRESENTATION AND UPDATING OF FLIGHT PLAN AND CONTROL DATA**

#### **4.12.1 General**

The appropriate authority shall establish provisions and procedures for the presentation to controllers, and subsequent updating, of flight plan and control data for all flights being provided with a service by an ATS unit. Provision shall also be made for the presentation of any other information required or desirable for the provision of ATS.

#### **4.12.2 Information and data to be presented**

4.12.2.1 Sufficient information and data shall be presented in such a manner as to enable the controller to have a complete representation of the current air traffic situation within the controller’s area of responsibility and, when relevant, movements on the manoeuvring area of aerodromes. The presentation shall be updated in accordance with the progress of aircraft, in order to facilitate the timely detection and resolution of conflicts as well as to facilitate and provide a record of coordination with adjacent ATS units and control sectors.

4.12.2.2 An appropriate representation of the airspace configuration, including significant points and information related to such points, shall be provided. Data to be presented shall include relevant information from flight plans and position reports as well as clearance and coordination data. The information display may be generated and updated automatically, or the data may be entered and updated by authorized personnel.

4.12.2.3 Requirements regarding other information to be displayed, or to be available for display, shall be specified by the appropriate authority.

#### 4.12.3 Presentation of information and data

4.12.3.1 The required flight plan and control data may be presented through the use of paper flight progress strips or electronic flight progress strips, by other electronic presentation forms or by a combination of presentation methods.

4.12.3.2 The method(s) of presenting information and data shall be in accordance with Human Factors principles. All data, including data related to individual aircraft, shall be presented in a manner minimizing the potential for misinterpretation or misunderstanding.

4.12.3.3 Means and methods for manually entering data in ATC automation systems shall be in accordance with Human Factors principles.

4.12.3.4 When flight progress strips (FPS) are used, there should be at least one individual FPS for each flight. The number of FPS for individual flights shall be sufficient to meet the requirements of the ATS unit concerned. Procedures for annotating data and provisions specifying the types of data to be entered on FPS, including the use of symbols, shall be specified by the appropriate ATS authority.

*Note — Guidance material on the use of paper FPS is contained in the Air Traffic Services Planning Manual (Doc 9426).*

4.12.3.5 Data generated automatically shall be presented to the controller in a timely manner. The presentation of information and data for individual flights shall continue until such time as the data is no longer required for the purpose of providing control, including conflict detection and the coordination of flights, or until terminated by the controller.

### 4.13 FAILURE OR IRREGULARITY OF SYSTEMS AND EQUIPMENT

ATC units shall immediately report in accordance with local instructions any failure or irregularity of communication, navigation and surveillance systems or any other safety-significant systems or equipment which could adversely affect the safety or efficiency of flight operations and/or the provision of air traffic control service.

## 4.14 DATA LINK COMMUNICATIONS INITIATION PROCEDURES

#### 4.14.1 General

*Note 1 — Provisions concerning the data link initiation capability (DLIC) are contained in Annex 10, Volume II, Chapter 8.*

*Note 2 — Guidance material relating to the implementation of DLIC can be found in the Global Operational Data Link (GOLD) Manual (Doc 10037).*

4.14.1.1 Before entering an airspace where data link applications are used by the ATS unit, data link communications shall be initiated between the aircraft and the ATS unit in order to register the

aircraft and, when necessary, allow the start of a data link application. This shall be initiated by the aircraft, either automatically or by the pilot, or by the ATS unit on address forwarding.

4.14.1.2 The logon address associated with an ATS unit shall be published in Aeronautical Information Publications in accordance with Annex 15.

*Note — A given FIR may have multiple logon addresses; and more than one FIR may share the same logon address.*

#### 4.14.2 Aircraft initiation

On receipt of a valid data link initiation request from an aircraft approaching or within a data link service area, the ATS unit shall accept the request and, if able to correlate it with a flight plan, shall establish a connection with the aircraft.

#### 4.14.3 ATS unit forwarding

Where the ground system initially contacted by the aircraft is able to pass the necessary aircraft address information to another ATS unit, it shall pass the aircraft updated ground addressing information for data link applications previously coordinated in sufficient time to permit the establishment of data link communications.

---

## Chapter 6

# SEPARATION IN THE VICINITY OF AERODROMES

## 6.1 REDUCTION IN SEPARATION MINIMA IN THE VICINITY OF AERODROMES

In addition to the circumstances mentioned in Chapter 5, 5.11.1, the separation minima detailed in Chapter 5, 5.4.1 and 5.4.2, may be reduced in the vicinity of aerodromes if:

- a) adequate separation can be provided by the aerodrome controller when each aircraft is continuously visible to this controller; or
- b) each aircraft is continuously visible to flight crews of the other aircraft concerned and the pilots thereof report that they can maintain their own separation; or
- c) in the case of one aircraft following another, the flight crew of the succeeding aircraft reports that the other aircraft is in sight and separation can be maintained.

## 6.2 ESSENTIAL LOCAL TRAFFIC

6.2.1 Information on essential local traffic known to the controller shall be transmitted without delay to departing and arriving aircraft concerned.

*Note 1 — Essential local traffic in this context consists of any aircraft, vehicle or personnel on or near the runway to be used, or traffic in the take-off and climb-out area or the final approach area, which may constitute a collision hazard to a departing or arriving aircraft.*

*Note 2 — See also Chapter 5, Section 5.10, Chapter 7, 7.4.1.3 and Chapter 8, 8.8.2.*

6.2.2.1 Essential local traffic shall be described so as to be easily identified.

## 6.3 PROCEDURES FOR DEPARTING AIRCRAFT

### 6.3.1 General

6.3.1.1 Clearances for departing aircraft shall specify, when necessary for the separation of aircraft, direction of take-off and turn after take-off; heading or track to be made good before taking up the cleared departure track; level to maintain before continuing climb to assigned level; time, point and/or rate at which a level change shall be made; and any other necessary manoeuvre consistent with safe operation of the aircraft.

6.3.1.2 At aerodromes where standard instrument departures (SIDs) have been established, departing aircraft should normally be cleared to follow the appropriate SID.

### 6.3.2 Standard clearances for departing aircraft

#### 6.3.2.1 GENERAL

The appropriate ATS authority should, wherever possible, establish standardized procedures for transfer of control between the ATC units concerned, and standard clearances for departing aircraft.

*Note — The provisions applying to standardized procedures for coordination and transfer of control are specified in Chapter 10, Section 10.1.1.*

#### 6.3.2.2 COORDINATION

6.3.2.2.1 Where standard clearances for departing aircraft have been agreed to between the units concerned, the aerodrome control tower will normally issue the appropriate standard clearance without prior coordination with or approval from the approach control unit or ACC.

6.3.2.2.2 Prior coordination of clearances should be required only in the event that a variation to the standard clearance or the standardized transfer of control procedures is necessary or desirable for operational reasons.

6.3.2.2.3 Provision shall be made to ensure that the approach control unit at all times is kept informed of the sequence in which aircraft will depart as well as the runway to be used.

6.3.2.2.4 Provision shall be made to display the designators of assigned SIDs to the aerodrome control tower, the approach control unit and/or the ACC as applicable.

#### 6.3.2.3 CONTENTS

Standard clearances for departing aircraft shall contain the following items:

- a) aircraft identification;
- b) clearance limit, normally destination aerodrome;
- c) designator of the assigned SID, if applicable;
- d) cleared level;
- e) allocated SSR code;
- f) any other necessary instructions or information not contained in the SID description, e.g. instructions relating to change of frequency.

*Note 1 — See 6.3.2.4.1 for clearances to aircraft on SID.*

*Note 2 — The use of a SID designator without a cleared level does not authorize the aircraft to climb on the SID vertical profile.*

#### 6.3.2.4 CLEARANCES ON A SID

6.3.2.4.1 Clearances to aircraft on a SID with remaining published level and/or speed restrictions shall indicate if such restrictions are to be followed or are cancelled. The following phraseologies shall be used with the following meanings:

- a) CLIMB VIA SID TO (*level*):
  - i) climb to the cleared level and comply with published level restrictions;
  - ii) follow the lateral profile of the SID; and
  - iii) comply with published speed restrictions or ATC-issued speed control instructions as applicable.
- b) CLIMB VIA SID TO (*level*), CANCEL LEVEL RESTRICTION(S):
  - i) climb to the cleared level; published level restrictions are cancelled;
  - ii) follow the lateral profile of the SID; and
  - iii) comply with published speed restrictions or ATC-issued speed control instructions as applicable.
- c) CLIMB VIA SID TO (*level*), CANCEL LEVEL RESTRICTION(S) AT (*point(s)*):
  - i) climb to the cleared level; published level restriction(s) at the specified point(s) are cancelled;
  - ii) follow the lateral profile of the SID; and
  - iii) comply with published speed restrictions or ATC-issued speed control instructions as applicable.
- d) CLIMB VIA SID TO (*level*), CANCEL SPEED RESTRICTION(S):
  - i) climb to the cleared level and comply with published level restrictions;
  - ii) follow the lateral profile of the SID; and
  - iii) published speed restrictions and ATC-issued speed control instructions are cancelled.
- e) CLIMB VIA SID TO (*level*), CANCEL SPEED RESTRICTION(S) AT (*point(s)*):
  - i) climb to the cleared level and comply with published level restrictions;
  - ii) follow the lateral profile of the SID; and
  - iii) published speed restrictions are cancelled at the specified point(s).
- f) CLIMB UNRESTRICTED TO (*level*) or CLIMB TO (*level*), CANCEL LEVEL AND SPEED RESTRICTION(S):
  - i) climb to the cleared level; published level restrictions are cancelled;
  - ii) follow the lateral profile of the SID; and
  - iii) published speed restrictions and ATC-issued speed control instructions are cancelled.

6.3.2.4.2 If there are no remaining published level or speed restrictions on the SID, the phrase CLIMB TO (*level*) should be used.

6.3.2.4.3 When subsequent speed restriction instructions are issued, and if the cleared level is unchanged, the phrase CLIMB VIA SID TO (*level*) should be omitted.

6.3.2.4.4 When a departing aircraft is cleared to proceed direct to a published waypoint on the SID, the speed and level restrictions associated with the bypassed waypoints are cancelled. All remaining published speed and level restrictions shall remain applicable.

6.3.2.4.5 When a departing aircraft is vectored or cleared to proceed to a point that is not on the SID, all the published speed and level restrictions of the SID are cancelled and the controller shall:

- a) reiterate the cleared level;

- b) provide speed and level restrictions as necessary; and
- c) notify the pilot if it is expected that the aircraft will be instructed to subsequently rejoin the SID.

*Note — See also 8.6.5.2 regarding prescribed obstacle clearance.*

6.3.2.4.6 ATC instructions to an aircraft to rejoin a SID shall include:

- a) the designator of the SID to be rejoin, unless advance notification of rejoin has been provided in accordance with 6.3.2.4.5;
- b) the cleared level in accordance with 6.3.2.4.1; and
- c) the position at which it is expected to rejoin the SID.

*Note — See 12.3.3.1 for phraseology on rejoin instructions.*

#### 6.3.2.5 COMMUNICATION FAILURE

6.3.2.5.1 Clearances for departing aircraft may specify a cleared level other than that indicated in the filed flight plan for the en-route phase of flight, without a time or geographical limit for the cleared level. Such clearances will normally be used to facilitate the application of tactical control methods by ATC, normally through the use of an ATS surveillance system.

6.3.2.5.2 Where clearances for departing aircraft contain no time or geographical limit for a cleared level, action to be taken by an aircraft experiencing air-ground communication failure in the event the aircraft has been radar vectored away from the route specified in its current flight plan should be prescribed on the basis of a regional air navigation agreement and included in the SID description or published in AIPs.

### 6.3.3 Departure sequence

6.3.3.1 Departing aircraft may be expedited by suggesting a take-off direction which is not into the wind. It is the responsibility of the pilot-in-command of an aircraft to decide between making such a take-off or waiting for take-off in a preferred direction.

6.3.3.2 If departures are delayed, the delayed flights shall normally be cleared in an order based on their estimated time of departure, except that deviation from this order may be made to:

- a) facilitate the maximum number of departures with the least average delay;
- b) accommodate requests by an operator in respect of that operator's flights to the extent practicable.

6.3.3.3 Air traffic control units should, when practicable, advise aircraft operators or their designated representatives when anticipated delays are expected to exceed 30 minutes.

## 6.4 INFORMATION FOR DEPARTING AIRCRAFT

*Note — See Chapter 11, 11.4.3, regarding flight information messages.*

### 6.4.1 Meteorological conditions

Information regarding significant changes in the meteorological conditions in the take-off or climb-out area, obtained by the unit providing approach control service after a departing aircraft has established communication with such unit, shall be transmitted to the aircraft without delay, except when it is known that the aircraft already has received the information.

*Note — Significant changes in this context include those relating to surface wind direction or speed, visibility, runway visual range or air temperature (for turbine-engined aircraft), and the occurrence of thunderstorm or cumulonimbus, moderate or severe turbulence, wind shear, hail, moderate or severe icing, severe squall line, freezing precipitation, severe mountain waves, sandstorm, duststorm, blowing snow, tornado or waterspout.*

### 6.4.2 Operational status of visual or non-visual aids

Information regarding changes in the operational status of visual or non-visual aids essential for take-off and climb shall be transmitted without delay to a departing aircraft, except when it is known that the aircraft already has received the information.

## 6.5 PROCEDURES FOR ARRIVING AIRCRAFT

### 6.5.1 General

6.5.1.1 When it becomes evident that delays will be encountered by arriving aircraft, operators or designated representatives shall, to the extent practicable, be notified and kept currently informed of any changes in such expected delays.

6.5.1.2 Arriving aircraft may be required to report when leaving or passing a significant point or navigation aid, or when starting procedure turn or base turn, or to provide other information required by the controller, to expedite departing and arriving aircraft.

6.5.1.3 An IFR flight shall not be cleared for an initial approach below the appropriate minimum altitude as specified by the State concerned nor to descend below that altitude unless:

- a) the pilot has reported passing an appropriate point defined by a navigation aid or as a waypoint; or
- b) the pilot reports that the aerodrome is and can be maintained in sight; or
- c) the aircraft is conducting a visual approach; or
- d) the controller has determined the aircraft's position by the use of an ATS surveillance system, and a lower minimum altitude has been specified for use when providing ATS surveillance services.

6.5.1.4 At aerodromes where standard instrument arrivals (STARs) have been established, arriving aircraft should normally be cleared to follow the appropriate STAR. The aircraft shall be informed of the type of approach to expect and runway-in-use as early as possible.

*Note — See Section 6.5.2 concerning Standard arrival clearances.*

6.5.1.5 After coordination with the approach control unit, the ACC may clear the first arriving aircraft for approach rather than to a holding fix.



## 6.5.2 Standard clearances for arriving aircraft

### 6.5.2.1 GENERAL

The appropriate ATS authority should, wherever possible, establish standardized procedures for transfer of control between the ATC units concerned, and standard clearances for arriving aircraft.

*Note — The provisions applying to standardized procedures for coordination and transfer of control are specified in Chapter 10, Section 10.1.1.*

### 6.5.2.2 COORDINATION

6.5.2.2.1 Where standard clearances for arriving aircraft are in use and, provided no terminal delay is expected, clearance to follow the appropriate STAR will normally be issued by the ACC without prior coordination with or approval from the approach control unit or the aerodrome control tower as applicable.

6.5.2.2.2 Prior coordination of clearances should be required only in the event that a variation to the standard clearance or the standardized transfer of control procedures is necessary or desirable for operational reasons.

6.5.2.2.3 Provision shall be made to ensure that the approach control unit is at all times kept informed of the sequence of aircraft following the same STAR.

6.5.2.2.4 Provision shall be made to display the designators of assigned STARs to the ACC, the approach control unit and/or the aerodrome control tower, as applicable.

### 6.5.2.3 CONTENTS

Standard clearances for arriving aircraft shall contain the following items:

- a) aircraft identification;
- b) designator of the assigned STAR if applicable;
- c) runway-in-use, except when part of the STAR description;
- d) cleared level; and
- e) any other necessary instructions or communications.

*Note 1 — See 6.5.2.4.1 for clearances on a STAR.*

*Note 2 — The use of a STAR designator without a cleared level does not authorize the aircraft to descend on the STAR vertical profile.*

### 6.5.2.4 CLEARANCES ON A STAR

6.5.2.4.1 Clearances to aircraft on a STAR with remaining published level and/or speed restrictions shall indicate if such restrictions are to be followed or are cancelled. The following phraseologies shall be used with the following meaning:

- a) DESCEND VIA STAR TO (*level*):

- i) descend to the cleared level and comply with published level restrictions;
  - ii) follow the lateral profile of the STAR; and
  - iii) comply with published speed restrictions or ATC-issued speed control instructions as applicable.
- b) DESCEND VIA STAR TO (*level*), CANCEL LEVEL RESTRICTION(S):
  - i) descend to the cleared level; published level restrictions are cancelled;
  - ii) follow the lateral profile of the STAR; and
  - iii) comply with published speed restrictions or ATC-issued speed control instructions as applicable.
- c) DESCEND VIA STAR TO (*level*), CANCEL LEVEL RESTRICTION(S) AT (*point(s)*):
  - i) descend to the cleared level; published level restriction(s) at the specified point(s) are cancelled;
  - ii) follow the lateral profile of the STAR; and
  - iii) comply with published speed restrictions or ATC-issued speed control instructions as applicable.
- d) DESCEND VIA STAR TO (*level*), CANCEL SPEED RESTRICTION(S):
  - i) descend to the cleared level and comply with published level restrictions;
  - ii) follow the lateral profile of the STAR; and
  - iii) published speed restrictions and ATC-issued speed control instructions are cancelled.
- e) DESCEND VIA STAR TO (*level*), CANCEL SPEED RESTRICTION(S) AT (*point(s)*):
  - i) descend to the cleared level and comply with published level restrictions;
  - ii) follow the lateral profile of the STAR; and
  - iii) published speed restrictions are cancelled at the specified point(s).
- f) DESCEND UNRESTRICTED TO (*level*) or DESCEND TO (*level*), CANCEL LEVEL AND SPEED RESTRICTION(S):
  - i) descend to the cleared level; published level restrictions are cancelled;
  - ii) follow the lateral profile of the STAR; and
  - iii) published speed restrictions and ATC-issued speed control instructions are cancelled.

6.5.2.4.2 If there are no remaining published level or speed restrictions on the STAR, the phrase DESCEND TO (*level*) should be used.

6.5.2.4.3 When subsequent speed restriction instructions are issued and if the cleared level is unchanged, the phrase DESCEND VIA STAR TO (*level*) should be omitted.

6.5.2.4.4 When an arriving aircraft is cleared to proceed direct to a published waypoint on the STAR, the speed and level restrictions associated with the bypassed waypoints are cancelled. All remaining published speed and level restrictions shall remain applicable.

6.5.2.4.5 When an arriving aircraft is vectored or cleared to proceed to a point that is not on the STAR, all the published speed and level restrictions of the STAR are cancelled and the controller shall:

- a) reiterate the cleared level;
- b) provide speed and level restrictions as necessary; and

- c) notify the pilot if it is expected that the aircraft will be instructed to subsequently rejoin the STAR.

*Note — See 8.6.5.2 regarding prescribed obstacle clearance.*

6.5.2.4.6 ATC instructions to an aircraft to rejoin a STAR shall include:

- a) the designator of the STAR to be rejoined, unless advance notification of rejoin has been provided in accordance with 6.5.2.4.5;
- b) the cleared level on rejoining the STAR in accordance with 6.5.2.4.1; and
- c) the position at which it is expected to rejoin the STAR.

*Note — See 12.3.3.2 for phraseology on rejoin instructions.*

### 6.5.3 Visual approach

6.5.3.1 Subject to the conditions in 6.5.3.3, clearance for an IFR flight to execute a visual approach may be requested by a flight crew or initiated by the controller. In the latter case, the concurrence of the flight crew shall be required.

6.5.3.2 Controllers shall exercise caution in initiating a visual approach when there is reason to believe that the flight crew concerned is not familiar with the aerodrome and its surrounding terrain. Controllers should also take into consideration the prevailing traffic and meteorological conditions when initiating visual approaches.

6.5.3.3 An IFR flight may be cleared to execute a visual approach provided the pilot can maintain visual reference to the terrain and:

- a) the reported ceiling is at or above the level of the beginning of the initial approach segment for the aircraft so cleared; or
- b) the pilot reports at the level of the beginning of the initial approach segment or at any time during the instrument approach procedure that the meteorological conditions are such that with reasonable assurance a visual approach and landing can be completed.

6.5.3.4 Separation shall be provided between an aircraft cleared to execute a visual approach and other arriving and departing aircraft.

6.5.3.5 For successive visual approaches, separation shall be maintained by the controller until the pilot of a succeeding aircraft reports having the preceding aircraft in sight. The aircraft shall then be instructed to follow and maintain own separation from the preceding aircraft. When both aircraft are of a heavy wake turbulence category, or the preceding aircraft is of a heavier wake turbulence category than the following, and the distance between the aircraft is less than the appropriate wake turbulence minimum, the controller shall issue a caution of possible wake turbulence. The pilot-in-command of the aircraft concerned shall be responsible for ensuring that the spacing from a preceding aircraft of a heavier wake turbulence category is acceptable. If it is determined that additional spacing is required, the flight crew shall inform the ATC unit accordingly, stating their requirements.

6.5.3.6 Transfer of communications to the aerodrome controller should be effected at such a point or time that information on essential local traffic, if applicable, and clearance to land or alternative instructions can be issued to the aircraft in a timely manner.

#### 6.5.4 Instrument approach

6.5.4.1 The approach control unit shall specify the instrument approach procedure to be used by arriving aircraft. A flight crew may request an alternative procedure and, if circumstances permit, should be cleared accordingly.

6.5.4.2 If a pilot reports or it is clearly apparent to the ATC unit that the pilot is not familiar with an instrument approach procedure, the initial approach level, the point (in minutes from the appropriate reporting point) at which base turn or procedure turn will be started, the level at which the procedure turn shall be carried out and the final approach track shall be specified, except that only the last-mentioned need be specified if the aircraft is to be cleared for a straight-in approach. The frequency(ies) of the navigation aid(s) to be used as well as the missed approach procedure shall also be specified when deemed necessary.

6.5.4.3 If visual reference to terrain is established before completion of the approach procedure, the entire procedure must nevertheless be executed unless the aircraft requests and is cleared for a visual approach.

#### 6.5.5 Holding

6.5.5.1 In the event of extended delays, aircraft should be advised of the anticipated delay as early as possible and, when practicable, be instructed or given the option to reduce speed en route in order to absorb delay.

6.5.5.2 When delay is expected, the ACC shall normally be responsible for clearing aircraft to the holding fix, and for including holding instructions, and expected approach time or onward clearance time, as applicable, in such clearances. (See Section 6.5.8.)

6.5.5.3 After coordination with the approach control unit, the ACC may clear an arriving aircraft to a visual holding location to hold until further advised by the approach control unit.

6.5.5.4 After coordination with the aerodrome control tower, the approach control unit may clear an arriving aircraft to a visual holding location to hold until further advised by the aerodrome control tower.

6.5.5.5 Holding and holding pattern entry shall be accomplished in accordance with procedures established by the appropriate ATS authority and published in AIPs. If entry and holding procedures have not been published or if the procedures are not known to a flight crew, the appropriate air traffic control unit shall specify the designator of the location or aid to be used, the inbound track, radial or bearing, direction of turn in the holding pattern as well as the time of the outbound leg or the distances between which to hold.

6.5.5.6 Aircraft should normally be held at a designated holding fix. The required minimum vertical, lateral or longitudinal separation from other aircraft shall be provided. Criteria and procedures for the simultaneous use of adjacent holding patterns shall be prescribed in local instructions.

*Note — See Chapter 5, Section 5.5, concerning separation of aircraft holding in flight.*

6.5.5.7 Levels at a holding fix or visual holding location shall as far as practicable be assigned in a manner that will facilitate clearing each aircraft to approach in its proper priority. Normally, the first aircraft to arrive over a holding fix or visual holding location should be at the lowest level, with following aircraft at successively higher levels.

6.5.5.8 When extended holding is anticipated, turbojet aircraft should, when practicable, be permitted to hold at higher levels in order to conserve fuel, while retaining their order in the approach

sequence.

6.5.5.9 If an aircraft is unable to comply with the published or cleared holding procedure, alternative instructions shall be issued.

6.5.5.10 For the purpose of maintaining a safe and orderly flow of traffic, an aircraft may be instructed to orbit at its present or at any other position, provided the required obstacle clearance is ensured.

### 6.5.6 Approach sequence

#### 6.5.6.1 GENERAL

The following procedures shall be applied whenever approaches are in progress.

6.5.6.1.1 The approach sequence shall be established in a manner which will facilitate arrival of the maximum number of aircraft with the least average delay. Priority shall be given to:

- a) an aircraft which anticipates being compelled to land because of factors affecting the safe operation of the aircraft (engine failure, shortage of fuel, etc.);
- b) hospital aircraft or aircraft carrying any sick or seriously injured person requiring urgent medical attention;
- c) aircraft engaged in search and rescue operations; and
- d) other aircraft as may be determined by the appropriate authority.

*Note — An aircraft which has encountered an emergency is handled as outlined in Chapter 15, Section 15.1.*

6.5.6.1.2 Succeeding aircraft shall be cleared for approach:

- a) when the preceding aircraft has reported that it is able to complete its approach without encountering instrument meteorological conditions; or
- b) when the preceding aircraft is in communication with and sighted by the aerodrome control reasonable assurance exists that a normal landing can be accomplished; or
- c) when timed approaches are used, the preceding aircraft has passed the defined point inbound, and reasonable assurance exists that a normal landing can be accomplished;

*Note — See 6.5.6.2.1 concerning timed approach procedures.*

- d) when the use of an ATS surveillance system confirms that the required longitudinal spacing between succeeding aircraft has been established.

6.5.6.1.3 In establishing the approach sequence, the need for increased longitudinal spacing between arriving aircraft due to wake turbulence shall be taken into account.

6.5.6.1.4 If the pilot of an aircraft in an approach sequence has indicated an intention to hold for weather improvement, or for other reasons, such action shall be approved. However, when other holding aircraft indicate intention to continue their approach to land, the pilot desiring to hold will be cleared to an adjacent fix for holding awaiting weather change or re-routing. Alternatively, the aircraft should be given a clearance to place it at the top of the approach sequence so that other holding aircraft may be

permitted to land. Coordination shall be effected with any adjacent ATC unit or control sector, when required, to avoid conflict with the traffic under the jurisdiction of that unit or sector.

6.5.6.1.5 When establishing the approach sequence, an aircraft which has been authorized to absorb a specified period of notified terminal delay by cruising at a reduced speed en route, should, in so far as practicable, be credited with the time absorbed en route.

#### 6.5.6.2 SEQUENCING AND SPACING OF INSTRUMENT APPROACHES

##### 6.5.6.2.1 TIMED APPROACH PROCEDURES

6.5.6.2.1.1 Subject to approval by the appropriate ATS authority, the following procedure should be utilized as necessary to expedite the approaches of a number of arriving aircraft:

- a) a suitable point on the approach path, which shall be capable of being accurately determined by the pilot, shall be specified, to serve as a checkpoint in timing successive approaches;
- b) aircraft shall be given a time at which to pass the specified point inbound, which time shall be determined with the aim of achieving the desired interval between successive landings on the runway while respecting the applicable separation minima at all times, including the period of runway occupancy.

6.5.6.2.1.2 The time at which aircraft should pass the specified point shall be determined by the unit providing approach control service and notified to the aircraft sufficiently in advance to permit the pilot to arrange the flight path accordingly.

6.5.6.2.1.3 Each aircraft in the approach sequence shall be cleared to pass the specified point inbound at the previously notified time, or any revision thereof, after the preceding aircraft has reported passing the point inbound.

##### 6.5.6.2.2 INTERVAL BETWEEN SUCCESSIVE APPROACHES

In determining the time interval or longitudinal distance to be applied between successive approaching aircraft, the relative speeds between succeeding aircraft, the distance from the specified point to the runway, the need to apply wake turbulence separation, runway occupancy times, the prevailing meteorological conditions as well as any condition which may affect runway occupancy times shall be considered. When an ATS surveillance system is used to establish an approach sequence, the minimum distance to be established between succeeding aircraft shall be specified in local instructions. Local instructions shall additionally specify the circumstances under which any increased longitudinal distance between approaches may be required as well as the minima to be used under such circumstances.

##### 6.5.6.2.3 INFORMATION ON APPROACH SEQUENCE

Provision shall be made to ensure that the aerodrome control tower is kept informed of the sequence in which aircraft will be established on final approach for landing.

*Note 1 — Guidance material on factors to be taken into account when determining separation for timed approaches is contained in the Air Traffic Services Planning Manual (Doc 9426).*

*Note 2 — Wake turbulence categories and wake turbulence separation minima are contained in Chapter 4, Section 4.9, Chapter 5, Section 5.8 and Chapter 8, Section 8.7.*

*Note 3 — Detailed characteristics of wake vortices and their effect on aircraft are contained in the Air Traffic Services Planning Manual (Doc 9426), Part II, Section 5.*

### 6.5.7 Expected approach time

6.5.7.1 An expected approach time shall be determined for an arriving aircraft that will be subjected to a delay of 10 minutes or more or such other period as has been determined by the appropriate authority. The expected approach time shall be transmitted to the aircraft as soon as practicable and preferably not later than at the commencement of its initial descent from cruising level. A revised expected approach time shall be transmitted to the aircraft without delay whenever it differs from that previously transmitted by 5 minutes or more, or such lesser period of time as has been established by the appropriate ATS authority or agreed between the ATS units concerned.

6.5.7.2 An expected approach time shall be transmitted to the aircraft by the most expeditious means whenever it is anticipated that the aircraft will be required to hold for 30 minutes or more.

6.5.7.3 The holding fix to which an expected approach time relates shall be identified together with the expected approach time whenever circumstances are such that this would not otherwise be evident to the pilot.

### 6.5.8 Onward clearance time

In the event an aircraft is held en route or at a location or aid other than the initial approach fix, the aircraft concerned shall, as soon as practicable, be given an expected onward clearance time from the holding fix. The aircraft shall also be advised if further holding at a subsequent holding fix is expected.

*Note — “Onward clearance time” is the time at which an aircraft can expect to leave the fix at which it is being held.*

## 6.6 INFORMATION FOR ARRIVING AIRCRAFT

*Note — See Chapter 11, 11.4.3, regarding flight information messages.*

6.6.1 As early as practicable after an aircraft has established communication with the unit providing approach control service, the following elements of information, in the order listed, shall be transmitted to the aircraft, with the exception of such elements which it is known the aircraft has already received:

- a) type of approach and runway-in-use;
- b) meteorological information, as follows:
  - 1) surface wind direction and speed, including significant variations;
  - 2) visibility and, when applicable, runway visual range (RVR);
  - 3) present weather;
  - 4) cloud below 5 000 ft or below the highest minimum sector altitude, whichever is greater; cumulonimbus; if the sky is obscured, vertical visibility when available;
  - 5) air temperature;
  - 6) dew point temperature, inclusion determined on the basis of a regional air navigation agreement;

- 7) altimeter setting(s);
- 8) any available information on significant meteorological phenomena in the approach area; and
- 9) trend-type landing forecast, when available.

*Note — The meteorological information listed above is identical to that required in ATIS broadcasts for arriving aircraft as specified in Annex 11, 4.3.7 l) to t), and is to be extracted from local meteorological routine and special reports, in accordance with Chapter 11, 11.4.3.2.2 to 11.4.3.2.3.*

- c) current runway surface conditions, in case of precipitants or other temporary hazards;
- d) changes in the operational status of visual and non-visual aids essential for approach and landing.

6.6.2 In applying the provisions in 6.7.3.1.1, it should be recognized that information published by NOTAM or disseminated by other means may not have been received by the aircraft prior to departure or during en-route flight.

6.6.3 If it becomes necessary or operationally desirable that an arriving aircraft follow an instrument approach procedure or use a runway other than that initially stated, the flight crew shall be advised without delay.

6.6.4 At the commencement of final approach, the following information shall be transmitted to aircraft:

- a) significant changes in the mean surface wind direction and speed;

*Note — Significant changes are specified in Annex 3, Chapter 4. However, if the controller possesses wind information in the form of components, the significant changes are:*

- Mean headwind component: 10 kt
- Mean tailwind component: 2 kt
- Mean crosswind component: 5 kt

- b) the latest information, if any, on wind shear and/or turbulence in the final approach area;
- c) the current visibility representative of the direction of approach and landing or, when provided, the current runway visual range value(s) and the trend.

6.6.5 During final approach, the following information shall be transmitted without delay:

- a) the sudden occurrence of hazards (e.g. unauthorized traffic on the runway);
- b) significant variations in the current surface wind, expressed in terms of minimum and maximum values;
- c) significant changes in runway surface conditions;
- d) changes in the operational status of required visual or non-visual aids;
- e) changes in observed RVR value(s), in accordance with the reported scale in use, or changes in the visibility representative of the direction of approach and landing.



## 6.7 OPERATIONS ON PARALLEL OR NEAR-PARALLEL RUNWAYS

### 6.7.1 General

Where parallel or near-parallel runways are used for simultaneous operations, the requirements and procedures below shall apply.

*Note — Guidance material is contained in the Manual on Simultaneous Operations on Parallel or Near-Parallel Instrument Runways (SOIR) (Doc 9643).*

### 6.7.2 Departing aircraft

#### 6.7.2.1 TYPES OF OPERATION

Parallel runways may be used for independent instrument departures as follows:

- a) both runways are used exclusively for departures (independent departures);
- b) one runway is used exclusively for departures while the other runway is used for a mixture of arrivals and departures (semi-mixed operation); and
- c) both runways are used for mixed arrivals and departures (mixed operation).

#### 6.7.2.2 REQUIREMENTS AND PROCEDURES FOR INDEPENDENT PARALLEL DEPARTURES

Independent IFR departures may be conducted from parallel runways provided:

- a) the runway centre lines are spaced by the distance specified in Annex 14, Volume I;
- b) the departure tracks diverge by at least 15 degrees immediately after take-off;
- c) suitable surveillance radar capable of identification of the aircraft within 1 NM from the end of the runway is available; and
- d) ATS operational procedures ensure that the required track divergence is achieved.

### 6.7.3 Arriving aircraft

#### 6.7.3.1 TYPES OF OPERATION

6.7.3.1.1 Parallel runways may be used for simultaneous instrument operations for:

- a) independent parallel approaches; or
- b) dependent parallel approaches; or
- c) segregated parallel operations.

6.7.3.1.2 Whenever parallel approaches are carried out, separate controllers should be responsible for the sequencing and spacing of arriving aircraft to each runway.

6.7.3.2 REQUIREMENTS AND PROCEDURES FOR  
INDEPENDENT PARALLEL APPROACHES

6.7.3.2.1 Independent parallel approaches may be conducted to parallel runways provided that:

- a) the runway centre lines are spaced by the distance specified in Annex 14, Volume I:
  - 1) where runway centre lines are spaced by less than 1 310 m but not less than 1 035 m, suitable secondary surveillance radar (SSR) equipment, with a minimum azimuth accuracy of 0.06 degrees (one sigma), an update period of 2.5 seconds or less and a high resolution display providing position prediction and deviation alert is available; or
  - 2) where runway centre lines are spaced by less than 1 525 m but not less than 1 310 m, SSR equipment with performance specifications other than the foregoing may be applied, provided they are equal to or better than those stated under 3) below, and when it is determined that the safety of aircraft operation would not be adversely affected; or
  - 3) where runway centre lines are spaced by 1 525 m or more, suitable surveillance radar with a minimum azimuth accuracy of 0.3 degrees (one sigma) or better and update period of 5 seconds or less is available;

For the above cases, other equivalent ATS surveillance systems (e.g. ADS-B or MLAT) may be used to provide the services detailed above provided that a performance capability equal to or better than that required for the above can be demonstrated.

*Note — Guidance material pertaining to use of ADS-B and multilateration (MLAT) systems and their system performance is contained in the Assessment of ADS-B and Multilateration Surveillance to Support Air Traffic Services and Guidelines for Implementation (Cir 326).*

- b) instrument landing system (ILS) and/or microwave landing system (MLS) approaches are being conducted on both runways;
- c) the missed approach track for one approach diverges by at least 30 degrees from the missed approach track of the adjacent approach;
- d) an obstacle survey and evaluation is completed, as appropriate, for the areas adjacent to the final approach segments;
- e) aircraft are advised of the runway identification and ILS localizer or MLS frequency as early as possible;
- f) vectoring is used to intercept the ILS localizer course or the MLS final approach track;
- g) a no transgression zone (NTZ) at least 610 m (2 000 ft) wide is established equidistant between extended runway centre lines and is depicted on the situation display;
- h) separate controllers monitor the approaches to each runway and ensure that when the 1 000 ft vertical separation is reduced:
  - 1) aircraft do not penetrate the depicted NTZ; and
  - 2) the applicable minimum longitudinal separation between aircraft on the same ILS localizer course or MLS final approach track is maintained; and
- i) if no dedicated radio channels are available for the controllers to control the aircraft until landing;

- 1) transfer of communication of aircraft to the respective aerodrome controller's channel is effected before the higher of two aircraft on adjacent final approach tracks intercepts the ILS glide path or the specified MLS elevation angle; and
- 2) the controllers monitoring the approaches to each runway are provided with the capability to override transmissions of aerodrome control on the respective radio channels for each arrival flow.

6.7.3.2.2 As early as practicable after an aircraft has established communication with approach control, the aircraft shall be advised that independent parallel approaches are in force. This information may be provided through the ATIS broadcasts.

6.7.3.2.3 When vectoring to intercept the ILS localizer course or MLS final approach track, the final vector shall enable the aircraft to intercept the ILS localizer course or MLS final approach track at an angle not greater than 30 degrees and to provide at least 1 NM straight and level flight prior to ILS localizer course or MLS final approach track intercept. The vector shall also enable the aircraft to be established on the ILS localizer course or MLS final approach track in level flight for at least 2 NM prior to intercepting the ILS glide path or specified MLS elevation angle.

6.7.3.2.4 A minimum of 1 000 ft vertical separation or, subject to radar system and situation display capabilities, a minimum of 3 NM radar separation shall be provided until aircraft are established:

- a) inbound on the ILS localizer course and/or MLS final approach track; and
- b) within the normal operating zone (NOZ).

6.7.3.2.5 Subject to radar system and situation display capabilities, a minimum of 3 NM radar separation shall be provided between aircraft on the same ILS localizer course or MLS final approach track unless increased longitudinal separation is required due to wake turbulence or for other reasons.

*Note 1 — See Chapter 8, 8.7.3.4.*

*Note 2 — An aircraft established on an ILS localizer course or MLS final approach track is separated from another aircraft established on an adjacent parallel ILS localizer course or MLS final approach track provided neither aircraft penetrates the NTZ as depicted on the situation display.*

6.7.3.2.6 When assigning the final heading to intercept the ILS localizer course or MLS final approach track, the runway shall be confirmed, and the aircraft shall be advised of:

- a) its position relative to a fix on the ILS localizer course or MLS final approach track;
- b) the altitude to be maintained until established on the ILS localizer course or MLS final approach track to the ILS glide path or specified MLS elevation angle intercept point; and
- c) if required, clearance for the appropriate ILS or MLS approach.

6.7.3.2.7 All approaches regardless of meteorological conditions shall be provided with flight path monitoring using radar. Control instructions and information necessary to ensure separation between aircraft and to ensure aircraft do not enter the NTZ shall be issued.

*Note 1 — The primary responsibility for navigation on the ILS localizer course and/or MLS final approach track rests with the pilot. Control instructions and information are therefore issued only to ensure separation between aircraft and to ensure that aircraft do not penetrate the NTZ.*

*Note 2 — For the purpose of ensuring an aircraft does not penetrate the NTZ, the aircraft is considered*

*to be the centre of its position symbol. However, the edges of the position symbols representing aircraft executing parallel approaches are not allowed to touch (see Chapter 8, 8.7.2).*

6.7.3.2.8 When an aircraft is observed to overshoot the turn-on or to continue on a track which will penetrate the NTZ, the aircraft shall be instructed to return immediately to the correct track.

6.7.3.2.9 When an aircraft is observed penetrating the NTZ, the aircraft on the adjacent ILS localizer course or MLS final approach track shall be instructed to immediately climb and turn to the assigned altitude/height and heading in order to avoid the deviating aircraft. Where parallel approach obstacle assessment surfaces (PAOAS) criteria are applied for the obstacle assessment, the air traffic controller shall not issue the heading instruction to the aircraft below 400 ft above the runway threshold elevation, and the heading instruction shall not exceed 45 degrees track difference with the ILS localizer course or MLS final approach track.

6.7.3.2.10 Flight path monitoring using radar shall not be terminated until:

- a) visual separation is applied, provided procedures ensure that both controllers are advised whenever visual separation is applied;
- b) the aircraft has landed, or in case of a missed approach, is at least 1 NM beyond the departure end of the runway and adequate separation with any other traffic is established.

*Note — There is no requirement to advise the aircraft that flight path monitoring using radar is terminated.*

#### 6.7.3.3 SUSPENSION OF INDEPENDENT PARALLEL APPROACHES TO CLOSELY-SPACED PARALLEL RUNWAYS

Independent parallel approaches to parallel runways spaced by less than 1 525 m between their centre lines shall be suspended under certain meteorological conditions, as prescribed by the appropriate ATS authority, including wind shear, turbulence, downdrafts, crosswind and significant meteorological conditions such as thunderstorms, which might otherwise increase ILS localizer course and/ or MLS final approach track deviations to the extent that safety may be impaired.

*Note 1 — The increase in final approach track deviations would additionally result in an unacceptable level of deviation alerts being generated.*

*Note 2 — Guidance material relating to meteorological conditions is contained in the Manual on Simultaneous Operations on Parallel or Near-Parallel Instrument Runways (SOIR) (Doc 9643).*

#### 6.7.3.4 REQUIREMENTS AND PROCEDURES FOR DEPENDENT PARALLEL APPROACHES

6.7.3.4.1 Dependent parallel approaches may be conducted to parallel runways provided:

- a) the runway centre lines are spaced by the distance specified in Annex 14, Volume I;
- b) the aircraft are vectored to intercept the final approach track;
- c) suitable surveillance radar with a minimum azimuth accuracy of 0.3 degrees (one sigma) and update period of 5 seconds or less is available;
- d) ILS and/or MLS approaches are being conducted on both runways;

- e) aircraft are advised that approaches are in use to both runways (this information may be provided through the ATIS);
- f) the missed approach track for one approach diverges by at least 30 degrees from the missed approach track of the adjacent approach; and
- g) approach control has a frequency override capability to aerodrome control.

6.7.3.4.2 A minimum of 1 000 ft vertical separation or a minimum of 3 NM radar separation shall be provided between aircraft during turn-on to parallel ILS localizer courses and/or MLS final approach tracks.

6.7.3.4.3 The minimum radar separation to be provided between aircraft established on the ILS localizer course and/or MLS final approach track shall be:

- a) 3 NM between aircraft on the same ILS localizer course or MLS final approach track unless increased longitudinal separation is required due to wake turbulence; and
- b) 2 NM between successive aircraft on adjacent ILS localizer courses or MLS final approach tracks.

#### 6.7.3.5 REQUIREMENTS AND PROCEDURES FOR SEGREGATED PARALLEL OPERATIONS

6.7.3.5.1 Segregated parallel operations may be conducted on parallel runways provided:

- a) the runway centre lines are spaced by the distance specified in Annex 14, Volume I; and
- b) the nominal departure track diverges immediately after take-off by at least 30 degrees from the missed approach track of the adjacent approach (see Figure 6-1).

6.7.3.5.2 The minimum distance between parallel runway centre lines for segregated parallel operations may be decreased by 30 m for each 150 m that the arrival runway is staggered toward the arriving aircraft, to a minimum of 300 m (see Figure 6-2) and should be increased by 30 m for each 150 m that the arrival runway is staggered away from the arriving aircraft (see Figure 6-3).

*Note — In the event of a missed approach by a heavy jet aircraft, wake turbulence separation should be applied or, alternatively, measures taken to ensure that the heavy jet aircraft does not overtake an aircraft departing from the adjacent parallel runway.*

6.7.3.5.3 The following types of approaches may be conducted in segregated parallel operations provided suitable surveillance radar and the appropriate ground facilities conform to the standard necessary for the specific type of approach:

- a) ILS and/or MLS precision approach;
- b) surveillance radar approach (SRA) or precision approach radar (PAR) approach; and
- c) visual approach.

*Note — Guidance material is contained in the Manual on Simultaneous Operations on Parallel or Near-Parallel Instrument Runways (SOIR) (Doc 9643).*

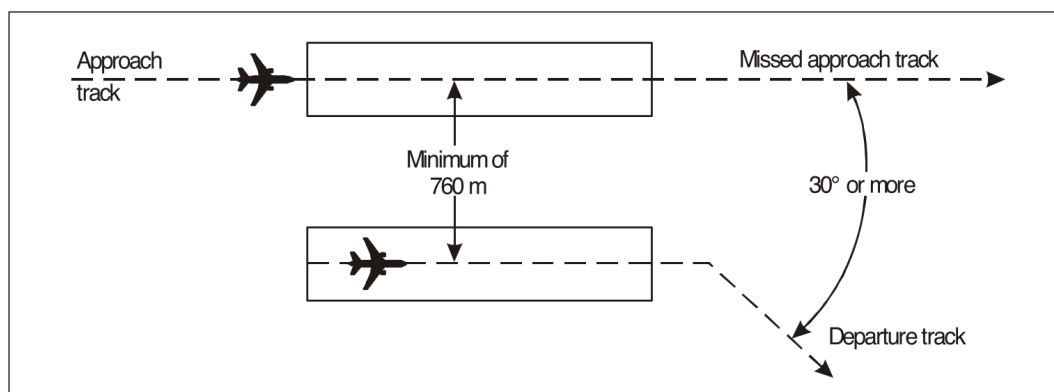


Figure 6-1: Segregated parallel operations (see 6.7.3.5.1 b))

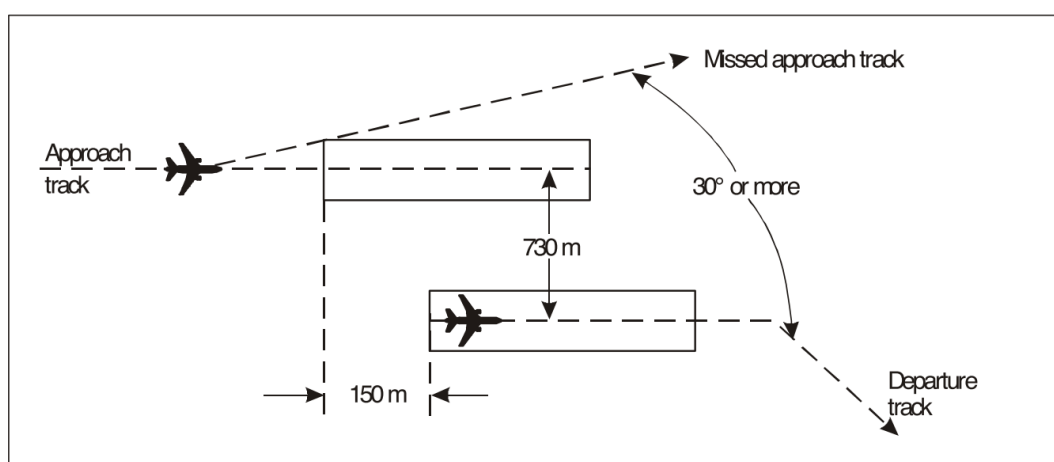


Figure 6-2: Segregated parallel operations where runways are staggered (see 6.7.3.5.2)

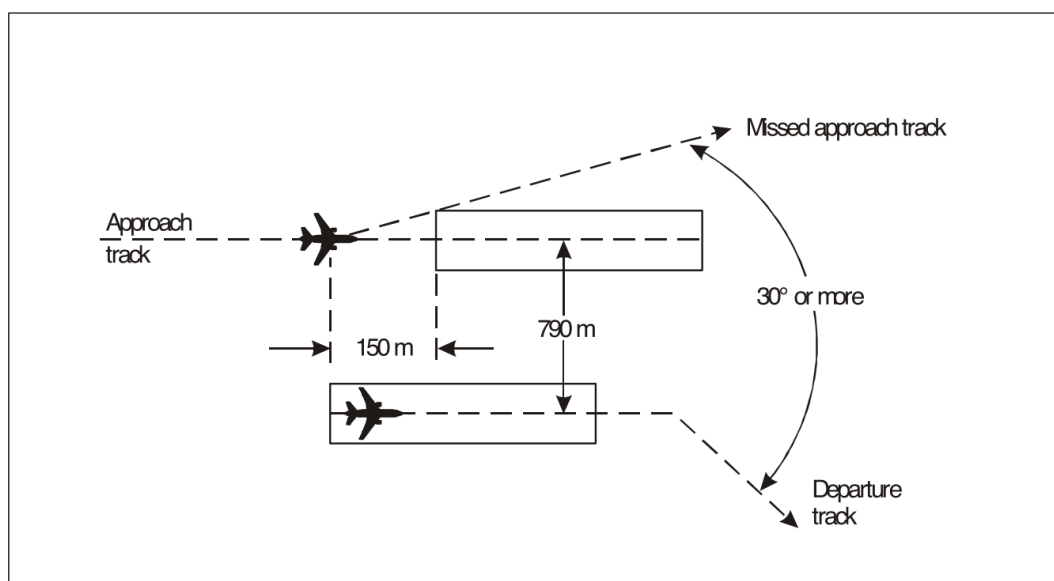


Figure 6-3: Segregated parallel operations where runways are staggered (see 6.7.3.5.2)

## Chapter 7

# PROCEDURES FOR AERODROME CONTROL SERVICE

## 7.1 FUNCTIONS OF AERODROME CONTROL TOWERS

### 7.1.1 General

7.1.1.1 Aerodrome control towers shall issue information and clearances to aircraft under their control to achieve a safe, orderly and expeditious flow of air traffic on and in the vicinity of an aerodrome with the object of preventing collision(s) between:

- a) aircraft flying within the designated area of responsibility of the control tower, including the aerodrome traffic circuits;
- b) aircraft operating on the manoeuvring area;
- c) aircraft landing and taking off;
- d) aircraft and vehicles operating on the manoeuvring area;
- e) aircraft on the manoeuvring area and obstructions on that area.

7.1.1.2 Aerodrome controllers shall maintain a continuous watch on all flight operations on and in the vicinity of an aerodrome as well as vehicles and personnel on the manoeuvring area. Watch shall be maintained by visual observation, augmented in low visibility conditions by an ATS surveillance system when available. Traffic shall be controlled in accordance with the procedures set forth herein and all applicable traffic rules specified by the appropriate ATS authority. If there are other aerodromes within a control zone, traffic at all aerodromes within such a zone shall be coordinated so that traffic circuits do not conflict.

*Note — Provisions for the use of an ATS surveillance system in the aerodrome control service are contained in Chapter 8, Section 8.10.*

7.1.1.3 The functions of an aerodrome control tower may be performed by different control or working positions, such as:

- a) aerodrome controller, normally responsible for operations on the runway and aircraft flying within the area of responsibility of the aerodrome control tower;
- b) ground controller, normally responsible for traffic on the manoeuvring area with the exception of runways;
- c) clearance delivery position, normally responsible for delivery of start-up and ATC clearances to departing IFR flights.

7.1.1.4 Where parallel or near-parallel runways are used for simultaneous operations, individual aerodrome controllers should be responsible for operations on each of the runways.

## 7.2 SELECTION OF RUNWAY-IN-USE

7.2.1 The term “runway-in-use” shall be used to indicate the runway or runways that, at a particular time, are considered by the aerodrome control tower to be the most suitable for use by the types of aircraft expected to land or take off at the aerodrome.

*Note — Separate or multiple runways may be designated runway-in-use for arriving aircraft and departing aircraft.*

7.2.2 Normally, an aircraft will land and take off into wind unless safety, the runway configuration, meteorological conditions and available instrument approach procedures or air traffic conditions determine that a different direction is preferable. In selecting the runway-in-use, however, the unit providing aerodrome control service shall take into consideration, besides surface wind speed and direction, other relevant factors such as the aerodrome traffic circuits, the length of runways, and the approach and landing aids available.

7.2.3 A runway for take-off or landing, appropriate to the operation, may be nominated for noise abatement purposes, the objective being to utilize whenever possible those runways that permit aeroplanes to avoid noise-sensitive areas during the initial departure and final approach phases of flight.

7.2.4 Runways should not be selected for noise abatement purposes for landing operations unless they are equipped with suitable glide path guidance, e.g. ILS, or a visual approach slope indicator system for operations in visual meteorological conditions.

7.2.5 A pilot-in-command, prompted by safety concerns, can refuse a runway offered for noise-preferential reasons.

7.2.6 Noise abatement shall not be a determining factor in runway nomination under the following circumstances:

- a) if the runway surface conditions are adversely affected (e.g. by snow, slush, ice, water, mud, rubber, oil or other substances);
- b) for landing in conditions:
  - 1) when the ceiling is lower than 500 ft above aerodrome elevation, or the visibility is less than 1 900 m; or
  - 2) when the approach requires use to be made of vertical minima greater than 300 ft above aerodrome elevation and:
    - i) the ceiling is lower than 800 ft above aerodrome elevation; or
    - ii) the visibility is less than 3 000 m;
- c) for take-off when the visibility is less than 1 900 m;
- d) when wind shear has been reported or forecast or when thunderstorms are expected to affect the approach or departure; and
- e) when the crosswind component, including gusts, exceeds 15 kt, or the tailwind component, including gusts, exceeds 5 kt.



### 7.3 INITIAL CALL TO AERODROME CONTROL TOWER

For aircraft being provided with aerodrome control service, the initial call shall contain:

- a) designation of the station being called;
- b) call sign and, for aircraft in the heavy wake turbulence category, the word “Heavy”;
- c) position; and
- d) additional elements, as required by the appropriate ATS authority.

*Note — See also Chapter 4, 4.11.3, for aircraft in the air, making the first call to the aerodrome tower.*

### 7.4 INFORMATION TO AIRCRAFT BY AERODROME CONTROL TOWERS

#### 7.4.1 Information related to the operation of aircraft

*Note — See Chapter 11, 11.4.3, regarding flight information messages.*

##### 7.4.1.1 START-UP TIME PROCEDURES

7.4.1.1.1 When so requested by the pilot prior to engine start, an expected take-off time should be given, unless engine start-up time procedures are employed.

7.4.1.1.2 Start-up time procedures should be implemented where necessary to avoid congestion and excessive delays on the manoeuvring area or when warranted by ATFM regulations. Start-up time procedures should be contained in local instructions, and should specify the criteria and conditions for determining when and how start-up times shall be calculated and issued to departing flights.

7.4.1.1.3 When an aircraft is subject to ATFM regulations, it should be advised to start up in accordance with its allocated slot time.

7.4.1.1.4 When the delay for a departing aircraft is anticipated to be less than a time period specified by the appropriate ATS authority, an aircraft should be cleared to start up at its own discretion.

7.4.1.1.5 When the delay for a departing aircraft is anticipated to exceed a time period specified by the appropriate ATS authority, the aerodrome control tower should issue an expected start-up time to an aircraft requesting start-up.

7.4.1.1.6 A start-up clearance shall only be withheld under circumstances or conditions specified by the appropriate ATS authority.

7.4.1.1.7 If a start-up clearance is withheld, the flight crew shall be advised of the reason.

##### 7.4.1.2 AERODROME AND METEOROLOGICAL INFORMATION

7.4.1.2.1 Prior to taxiing for take-off, aircraft shall be advised of the following elements of informa-

tion, in the order listed, with the exception of such elements which it is known the aircraft has already received:

- a) the runway to be used;
- b) the surface wind direction and speed, including significant variations therefrom;
- c) the QNH altimeter setting and, either on a regular basis in accordance with local arrangements or if so requested by the aircraft, the QFE altimeter setting;
- d) the air temperature for the runway to be used, in the case of turbine-engined aircraft;
- e) the visibility representative of the direction of take-off and initial climb, if less than 10 km, or, when applicable, the RVR value(s) for the runway to be used;
- f) the correct time.

*Note — The meteorological information listed above is to follow the criteria used for meteorological local routine and special reports, in accordance with Chapter 11, 11.4.3.2.2 to 11.4.3.2.3.*

7.4.1.2.2 Prior to take-off aircraft shall be advised of:

- a) any significant changes in the surface wind direction and speed, the air temperature, and the visibility or RVR value(s) given in accordance with 7.4.1.2.1;
- b) significant meteorological conditions in the take-off and climb-out area, except when it is known that the information has already been received by the aircraft.

*Note — Significant meteorological conditions in this context include the occurrence or expected occurrence of cumulonimbus or thunderstorm, moderate or severe turbulence, wind shear, hail, moderate or severe icing, severe squall line, freezing precipitation, severe mountain waves, sandstorm, duststorm, blowing snow, tornado or waterspout in the take-off and climb-out area.*

7.4.1.2.3 Prior to entering the traffic circuit or commencing its approach to land, an aircraft shall be provided with the following elements of information, in the order listed, with the exception of such elements which it is known the aircraft has already received:

- a) the runway to be used;
- b) the surface wind direction and speed, including significant variations therefrom;
- c) the QNH altimeter setting and, either on a regular basis in accordance with local arrangements or if so requested by the aircraft, the QFE altimeter setting.

*Note — The meteorological information listed above is to follow the criteria used for meteorological local routine and special reports, in accordance with Chapter 11, 11.4.3.2.2 to 11.4.3.2.3.*

#### 7.4.1.3 ESSENTIAL LOCAL TRAFFIC INFORMATION

7.4.1.3.1 Information on essential local traffic shall be issued in a timely manner, either directly or through the unit providing approach control service when, in the judgement of the aerodrome controller, such information is necessary in the interests of safety, or when requested by aircraft.

7.4.1.3.2 Essential local traffic shall be considered to consist of any aircraft, vehicle or personnel on

or near the manoeuvring area, or traffic operating in the vicinity of the aerodrome, which may constitute a hazard to the aircraft concerned.

7.4.1.3.3 Essential local traffic shall be described so as to be easily identified.

#### 7.4.1.4 RUNWAY INCURSION OR OBSTRUCTED RUNWAY

7.4.1.4.1 In the event the aerodrome controller, after a take-off clearance or a landing clearance has been issued, becomes aware of a runway incursion or the imminent occurrence thereof, or the existence of any obstruction on or in close proximity to the runway likely to impair the safety of an aircraft taking off or landing, appropriate action shall be taken as follows:

- a) cancel the take-off clearance for a departing aircraft;
- b) instruct a landing aircraft to execute a go-around or missed approach;
- c) in all cases inform the aircraft of the runway incursion or obstruction and its location in relation to the runway.

*Note — Animals and flocks of birds may constitute an obstruction with regard to runway operations. In addition, an aborted take-off or a go-around executed after touchdown may expose the aeroplane to the risk of overrunning the runway. Moreover, a low altitude missed approach may expose the aeroplane to the risk of a tail strike. Pilots may, therefore, have to exercise their judgement in accordance with Annex 2, 2.4, concerning the authority of the pilot-in-command of an aircraft.*

7.4.1.4.2 Pilots and air traffic controllers shall report any occurrence involving an obstruction on the runway or a runway incursion.

*Note — The provisions in 7.4.1.4.2 have the objective of supporting the State's safety programme and safety management system (SMS).*

#### 7.4.1.5 UNCERTAINTY OF POSITION ON THE MANOEUVRING AREA

7.4.1.5.1 Except as provided for in 7.4.1.5.2, a pilot in doubt as to the position of the aircraft with respect to the manoeuvring area shall immediately:

- a) stop the aircraft; and
- b) simultaneously notify the appropriate ATS unit of the circumstances (including the last known position).

7.4.1.5.2 In those situations where a pilot is in doubt as to the position of the aircraft with respect to the manoeuvring area, but recognizes that the aircraft is on a runway, the pilot shall immediately:

- a) notify the appropriate ATS unit of the circumstances (including the last known position);
- b) if able to locate a nearby suitable taxiway, vacate the runway as expeditiously as possible, unless otherwise instructed by the ATS unit; and then,
- c) stop the aircraft.

7.4.1.5.3 In the event the aerodrome controller becomes aware of an aircraft or vehicle that is lost or uncertain of its position on the manoeuvring area, appropriate action shall be taken immediately to safeguard operations and assist the aircraft or vehicle concerned to determine its position.

## 7.4.1.6 WAKE TURBULENCE AND JET BLAST HAZARDS

7.4.1.6.1 Aerodrome controllers shall, when applicable, apply the wake turbulence separation minima specified in Chapter 5, Section 5.8. Whenever the responsibility for wake turbulence avoidance rests with the pilot-in-command, aerodrome controllers shall, to the extent practicable, advise aircraft of the expected occurrence of hazards caused by turbulent wake.

*Note — Occurrence of turbulent wake hazards cannot be accurately predicted and aerodrome controllers cannot assume responsibility for the issuance of advice on such hazards at all times, nor for its accuracy. Information on hazards due to wake vortices is contained in the Air Traffic Services Planning Manual (Doc 9426), Part II, Section 5. Wake turbulence categories of aircraft are specified in Chapter 4, 4.9.1.*

7.4.1.6.2 In issuing clearances or instructions, air traffic controllers should take into account the hazards caused by jet blast and propeller slipstream to taxiing aircraft, to aircraft taking off or landing, particularly when intersecting runways are being used, and to vehicles and personnel operating on the aerodrome.

*Note — Jet blast and propeller slipstream can produce localized wind velocities of sufficient strength to cause damage to other aircraft, vehicles and personnel operating within the affected area.*

## 7.4.1.7 ABNORMAL AIRCRAFT CONFIGURATION AND CONDITION

7.4.1.7.1 Whenever an abnormal configuration or condition of an aircraft, including conditions such as landing gear not extended or only partly extended, or unusual smoke emissions from any part of the aircraft, is observed by or reported to the aerodrome controller, the aircraft concerned shall be advised without delay.

7.4.1.7.2 When requested by the flight crew of a departing aircraft suspecting damage to the aircraft, the departure runway used shall be inspected without delay and the flight crew advised in the most expeditious manner as to whether any aircraft debris or bird or animal remains have been found or not.

## 7.5 ESSENTIAL INFORMATION ON AERODROME CONDITIONS

*Note — See Chapter 11, 11.4.3.4, regarding messages containing information on aerodrome conditions.*

7.5.1 Essential information on aerodrome conditions is information necessary to safety in the operation of aircraft, which pertains to the movement area or any facilities usually associated therewith. For example, construction work on a taxi strip not connected to the runway-in-use would not be essential information to any aircraft except one that might be taxied in the vicinity of the construction work. As another example, if all traffic must be confined to runways, that fact should be considered as essential aerodrome information to any aircraft not familiar with the aerodrome.

7.5.2 Essential information on aerodrome conditions shall include information relating to the following:

- a) construction or maintenance work on, or immediately adjacent to the movement area;
- b) rough or broken surfaces on a runway, a taxiway or an apron, whether marked or not;
- c) snow, slush or ice on a runway, a taxiway or an apron;

- d) water on a runway, a taxiway or an apron;
- e) snow banks or drifts adjacent to a runway, a taxiway or an apron;
- f) other temporary hazards, including parked aircraft and birds on the ground or in the air;
- g) failure or irregular operation of part or all of the aerodrome lighting system;
- h) any other pertinent information.

*Note — Up-to-date information on the conditions on aprons may not always be available to the aerodrome control tower. The responsibility of the aerodrome control tower in relation to aprons is, with respect to the provisions of 7.5.1 and 7.5.2, limited to the transmission to aircraft of the information which is provided to it by the authority responsible for the aprons.*

7.5.3 Essential information on aerodrome conditions shall be given to every aircraft, except when it is known that the aircraft already has received all or part of the information from other sources. The information shall be given in sufficient time for the aircraft to make proper use of it, and the hazards shall be identified as distinctly as possible.

*Note — “Other sources” include NOTAM, ATIS broadcasts, and the display of suitable signals.*

7.5.4 When a not previously notified condition pertaining to the safe use by aircraft of the manoeuvring area is reported to or observed by the controller, the appropriate aerodrome authority shall be informed and operations on that part of the manoeuvring area terminated until otherwise advised by the appropriate aerodrome authority.

## 7.6 CONTROL OF AERODROME TRAFFIC

### 7.6.1 General

As the view from the flight deck of an aircraft is normally restricted, the controller shall ensure that instructions and information which require the flight crew to employ visual detection, recognition and observation are phrased in a clear, concise and complete manner.

### 7.6.2 Designated positions of aircraft in the aerodrome traffic and taxi circuits

The following positions of aircraft in the traffic and taxi circuits are the positions where aircraft normally receive aerodrome control tower clearances. Aircraft should be watched closely as they approach these positions so that proper clearances may be issued without delay. Where practicable, all clearances should be issued without waiting for aircraft to initiate the call.

*Position 1.* Aircraft initiates call to taxi for departing flight. Runway-in-use information and taxi clearances given.

*Position 2.* If there is conflicting traffic, the departing aircraft will be held at this position. Engine run-up will, when required, normally be performed here.

*Position 3.* Take-off clearance is issued here, if not practicable at position 2.

*Position 4.* Clearance to land is issued here as practicable.

*Position 5.* Clearance to taxi to apron is issued here.

*Position 6.* Parking information issued here, if necessary.

*Note 1 — Arriving aircraft executing an instrument approach procedure will normally enter the traffic circuit on final except when visual manoeuvring to the landing runway is required.*

*Note 2 — See Figure 7-1.*

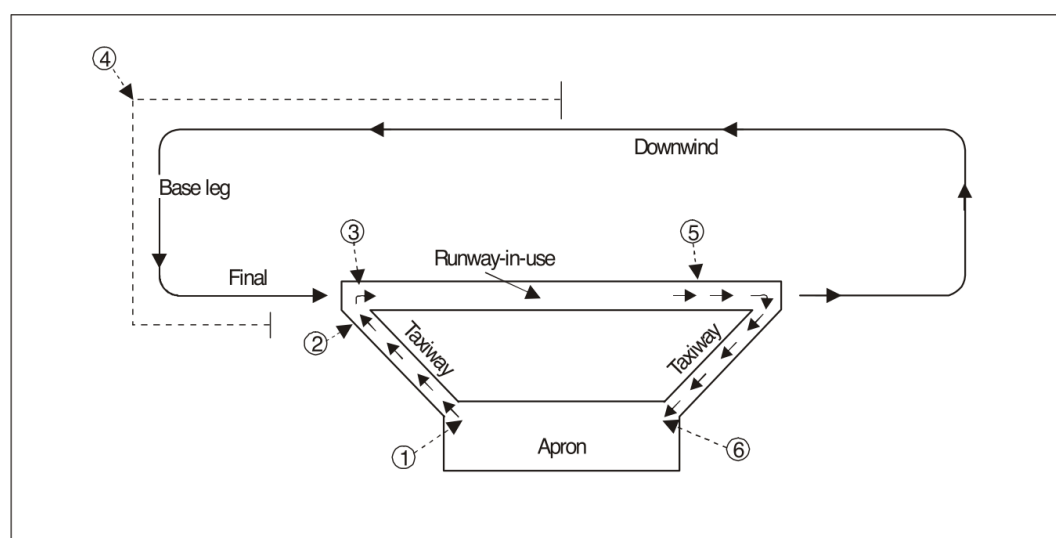


Figure 7-1: Designated positions of aircraft from an aerodrome control tower viewpoint (see 7.6.2)

### 7.6.3 Traffic on the manoeuvring area

#### 7.6.3.1 CONTROL OF TAXIING AIRCRAFT

##### 7.6.3.1.1 TAXI CLEARANCE

7.6.3.1.1.1 Prior to issuing a taxi clearance, the controller shall determine where the aircraft concerned is parked. Taxi clearances shall contain concise instructions and adequate information so as to assist the flight crew to follow the correct taxi routes, to avoid collision with other aircraft or objects and to minimize the potential for the aircraft inadvertently entering an active runway.

7.6.3.1.1.2 When a taxi clearance contains a taxi limit beyond a runway, it shall contain an explicit clearance to cross or an instruction to hold short of that runway.

7.6.3.1.1.3 The appropriate ATS authority should whenever practicable publish in the national AIP standard taxi routes to be used at an aerodrome. Standard taxi routes should be identified by appropriate designators and should be used in taxi clearances.

7.6.3.1.1.4 Where standard taxi routes have not been published, a taxi route should, whenever possible, be described by use of taxiway and runway designators. Other relevant information, such as an aircraft to follow or give way to, shall also be provided to a taxiing aircraft.

##### 7.6.3.1.2 TAXIING ON A RUNWAY-IN-USE

7.6.3.1.2.1 For the purpose of expediting air traffic, aircraft may be permitted to taxi on the runway-

in-use, provided no delay or risk to other aircraft will result. Where control of taxiing aircraft is provided by a ground controller and the control of runway operations by an aerodrome controller, the use of a runway by taxiing aircraft shall be coordinated with and approved by the aerodrome controller. Communication with the aircraft concerned should be transferred from the ground controller to the aerodrome controller prior to the aircraft entering the runway.

7.6.3.1.2.2 If the control tower is unable to determine, either visually or via an ATS surveillance system that a vacating or crossing aircraft has cleared the runway, the aircraft shall be requested to report when it has vacated the runway. The report shall be made when the entire aircraft is beyond the relevant runway-holding position.

#### 7.6.3.1.3 USE OF RUNWAY-HOLDING POSITIONS

7.6.3.1.3.1 Except as provided in 7.6.3.1.3.2 or as prescribed by the appropriate ATS authority, aircraft shall not be held closer to a runway-in-use than at a runway-holding position.

*Note — Runway-holding position locations in relation to runways are specified in Annex 14, Volume I, Chapter 5.*

7.6.3.1.3.2 Aircraft shall not be permitted to line up and hold on the approach end of a runway-in-use whenever another aircraft is effecting a landing, until the landing aircraft has passed the point of intended holding.

*Note — See Figure 7-2.*

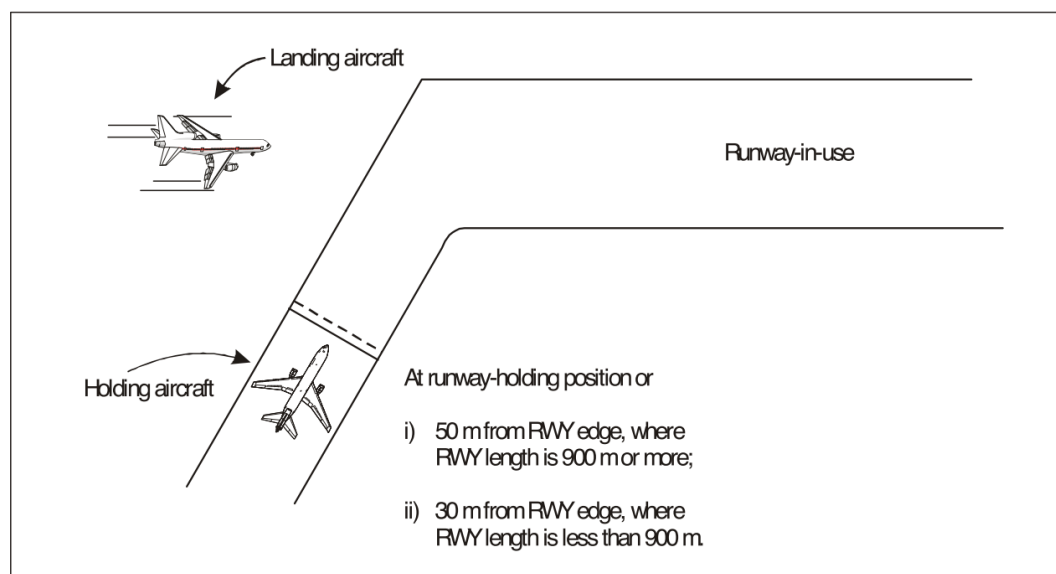


Figure 7-2: Method of holding aircraft (see 7.6.3.1.3.2)

#### 7.6.3.1.4 HELICOPTER TAXIING OPERATIONS

7.6.3.1.4.1 When necessary for a wheeled helicopter or vertical take-off and landing (VTOL) aircraft to taxi on the surface, the following provisions are applicable.

*Note — Ground taxiing uses less fuel than air-taxiing and minimizes air turbulence. However, under certain conditions, such as rough, soft or uneven terrain, it may become necessary to air-taxi for safety considerations. Helicopters with articulating rotors (usually designs with three or more main rotor blades) are subject to “ground resonance” and may, on rare occasions, suddenly lift off the ground to avoid severe*

*damage or destruction.*

7.6.3.1.4.2 When it is requested or necessary for a helicopter to proceed at a slow speed above the surface, normally below 20 kt and in ground effect, air-taxiing may be authorized.

*Note — Air-taxiing consumes fuel at a high burn rate, and helicopter downwash turbulence (produced in ground effect) increases significantly with larger and heavier helicopters.*

7.6.3.1.4.3 Instructions which require small aircraft or helicopters to taxi in close proximity to taxiing helicopters should be avoided and consideration should be given to the effect of turbulence from taxiing helicopters on arriving and departing light aircraft.

7.6.3.1.4.4 A frequency change should not be issued to single-pilot helicopters hovering or air-taxiing. Whenever possible, control instructions from the next ATS unit should be relayed as necessary until the pilot is able to change frequency.

*Note — Most light helicopters are flown by one pilot and require the constant use of both hands and feet to maintain control during low-altitude/low-level flight. Although flight control friction devices assist the pilot, changing frequency near the ground could result in inadvertent ground contact and consequent loss of control.*

## 7.7 CONTROL OF TRAFFIC IN THE TRAFFIC CIRCUIT

### 7.7.1 General

7.7.1.1 Aircraft in the traffic circuit shall be controlled to provide the separation minima outlined in 7.9.2, 7.10.1 and 7.11 and Chapter 5, Section 5.8, except that:

- a) aircraft in formation are exempted from the separation minima with respect to separation from other aircraft of the same flight;
- b) aircraft operating in different areas or different runways on aerodromes suitable for simultaneous landings or take-offs are exempted from the separation minima;
- c) separation minima shall not apply to aircraft operating under military necessity in accordance with Chapter 16, Section 16.1.

7.7.1.2 Sufficient separation shall be effected between aircraft in flight in the traffic circuit to allow the spacing of arriving and departing aircraft as outlined in 7.9.2, 7.10.1 and 7.11 and Chapter 5, Section 5.8.

### 7.7.2 Entry of traffic circuit

7.7.2.1 The clearance to enter the traffic circuit should be issued to an aircraft whenever it is desired that the aircraft approach the landing area in accordance with current traffic circuits but traffic conditions do not yet allow a landing clearance to be issued. Depending on the circumstances and traffic conditions, an aircraft may be cleared to join at any position in the traffic circuit.

7.7.2.2 An arriving aircraft executing an instrument approach shall normally be cleared to land straight in unless visual manoeuvring to the landing runway is required.



### 7.7.3 Priority for landing

7.7.3.1 If an aircraft enters an aerodrome traffic circuit without proper authorization, it shall be permitted to land if its actions indicate that it so desires. If circumstances warrant, aircraft which are in contact with the controller may be instructed by the controller to give way so as to remove as soon as possible the hazard introduced by such unauthorized operation. In no case shall permission to land be withheld indefinitely.

7.7.3.2 In cases of emergency it may be necessary, in the interests of safety, for an aircraft to enter a traffic circuit and effect a landing without proper authorization. Controllers should recognize the possibilities of emergency action and render all assistance possible.

7.7.3.3 Priority shall be given to:

- a) an aircraft which anticipates being compelled to land because of factors affecting the safe operation of the aircraft (engine failure, shortage of fuel, etc.);
- b) hospital aircraft or aircraft carrying any sick or seriously injured persons requiring urgent medical attention;
- c) aircraft engaged in search and rescue operations; and
- d) other aircraft as may be determined by the appropriate authority.

*Note — An aircraft which has encountered an emergency is handled as outlined in Chapter 15, Section 15.1.*

## 7.8 ORDER OF PRIORITY FOR ARRIVING AND DEPARTING AIRCRAFT

An aircraft landing or in the final stages of an approach to land shall normally have priority over an aircraft intending to depart from the same or an intersecting runway.

## 7.9 CONTROL OF DEPARTING AIRCRAFT

### 7.9.1 Departure sequence

Departures shall normally be cleared in the order in which they are ready for take-off, except that deviations may be made from this order of priority to facilitate the maximum number of departures with the least average delay. Factors which should be considered in relation to the departure sequence include, *inter alia*:

- a) types of aircraft and their relative performance;
- b) routes to be followed after take-off;
- c) any specified minimum departure interval between take-offs;
- d) need to apply wake turbulence separation minima;

- e) aircraft which should be afforded priority; and
- f) aircraft subject to ATFM requirements.

*Note 1 — See also Chapter 6, 6.3.3.*

*Note 2 — For aircraft subject to ATFM requirements, it is the responsibility of the pilot and the operator to ensure that the aircraft is ready to taxi in time to meet any required departure time, bearing in mind that once a departure sequence is established on the taxiway system, it can be difficult, and sometimes impossible, to change the order.*

## 7.9.2 Separation of departing aircraft

Except as provided in 7.11 and Chapter 5, Section 5.8, a departing aircraft will not normally be permitted to commence take-off until the preceding departing aircraft has crossed the end of the runway-in-use or has started a turn or until all preceding landing aircraft are clear of the runway-in-use.

*Note 1 — See Figure 7-3.*

*Note 2 — Wake turbulence categories and time-based wake turbulence longitudinal separation minima are contained in Chapter 4, Section 4.9 and Chapter 5, Section 5.8, respectively. Distance-based wake turbulence separation minima are contained in Chapter 8, Section 8.7.*

*Note 3 — See 7.6.3.1.2.2.*

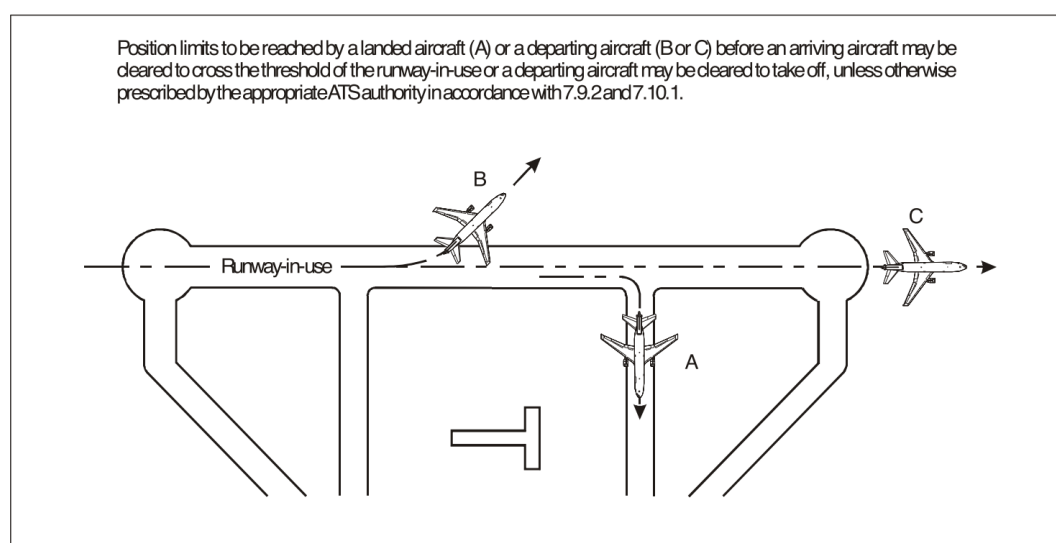


Figure 7-3: Separation between departing and arriving aircraft (see 7.9.2 and 7.10.1)

## 7.9.3 Take-off clearance

7.9.3.1 Take-off clearance may be issued to an aircraft when there is reasonable assurance that the separation in 7.9.2, or prescribed in accordance with 7.11, will exist when the aircraft commences take-off.

7.9.3.2 When an ATC clearance is required prior to take-off, the take-off clearance shall not be issued until the ATC clearance has been transmitted to and acknowledged by the aircraft concerned. The ATC clearance shall be forwarded to the aerodrome control tower with the least possible delay after receipt of a request made by the tower or prior to such request if practicable.

7.9.3.3 The expression TAKE-OFF shall only be used in radiotelephony when an aircraft is cleared for take-off or when cancelling a take-off clearance.

*Note — The expression TORA, pronounced TOR-AH, may be used to indicate take-off run available.*

7.9.3.4 Subject to 7.9.3.2, the take-off clearance shall be issued when the aircraft is ready for take-off and at or approaching the departure runway, and the traffic situation permits. To reduce the potential for misunderstanding, the take-off clearance shall include the designator of the departure runway.

7.9.3.5 In the interest of expediting traffic, a clearance for immediate take-off may be issued to an aircraft before it enters the runway. On acceptance of such clearance the aircraft shall taxi out to the runway and take off in one continuous movement.

## 7.10 CONTROL OF ARRIVING AIRCRAFT

### 7.10.1 Separation of landing aircraft and preceding landing and departing aircraft using the same runway

Except as provided in 7.11 and Chapter 5, Section 5.8, a landing aircraft will not normally be permitted to cross the runway threshold on its final approach until the preceding departing aircraft has crossed the end of the runway-in-use, or has started a turn, or until all preceding landing aircraft are clear of the runway-in-use.

*Note 1 — See Figure 7-3.*

*Note 2 — Wake turbulence categories of aircraft and longitudinal separation minima are contained in Chapter 4, Section 4.9 and Chapter 5, Section 5.8, respectively.*

*Note 3 — See 7.6.3.1.2.2.*

### 7.10.2 Clearance to land

An aircraft may be cleared to land when there is reasonable assurance that the separation in 7.10.1, or prescribed in accordance with 7.11 will exist when the aircraft crosses the runway threshold, provided that a clearance to land shall not be issued until a preceding landing aircraft has crossed the runway threshold. To reduce the potential for misunderstanding, the landing clearance shall include the designator of the landing runway.

### 7.10.3 Landing and roll-out manoeuvres

7.10.3.1 When necessary or desirable in order to expedite traffic, a landing aircraft may be requested to:

- a) hold short of an intersecting runway after landing;
- b) land beyond the touchdown zone of the runway;
- c) vacate the runway at a specified exit taxiway;
- d) expedite vacating the runway.

7.10.3.2 In requesting a landing aircraft to perform a specific landing and/or roll-out manoeuvre, the type of aircraft, runway length, location of exit taxiways, reported braking action on runway and taxiway, and prevailing meteorological conditions shall be considered. A HEAVY aircraft shall not be requested to land beyond the touchdown zone of a runway.

7.10.3.3 If the pilot-in-command considers that he or she is unable to comply with the requested operation, the controller shall be advised without delay.

7.10.3.4 When necessary or desirable, e.g. due to low visibility conditions, a landing or a taxiing aircraft may be instructed to report when a runway has been vacated. The report shall be made when the entire aircraft is beyond the relevant runway-holding position.

## 7.11 REDUCED RUNWAY SEPARATION MINIMA BETWEEN AIRCRAFT USING THE SAME RUNWAY

7.11.1 Provided that an appropriate, documented safety assessment has shown that an acceptable level of safety can be met, lower minima than those in 7.9.2 and 7.10.1 may be prescribed by the appropriate ATS authority, after consultation with the operators. The safety assessment shall be carried out for each runway for which the reduced minima are intended, taking into account factors such as:

- a) runway length;
- b) aerodrome layout; and
- c) types/categories of aircraft involved.

7.11.2 All applicable procedures related to the application of reduced runway separation minima shall be published in the Aeronautical Information Publication as well as in local air traffic control instructions. Controllers shall be provided with appropriate and adequate training in the use of the procedures.

7.11.3 Reduced runway separation minima shall only be applied during the hours of daylight from 30 minutes after local sunrise to 30 minutes before local sunset.

7.11.4 For the purpose of reduced runway separation, aircraft shall be classified as follows:

- a) *Category 1 aircraft*: single-engine propeller aircraft with a maximum certificated take-off mass of 2 000 kg or less;
- b) *Category 2 aircraft*: single-engine propeller aircraft with a maximum certificated take-off mass of more than 2 000 kg but less than 7 000 kg; and twin-engine propeller aircraft with a maximum certificated take-off mass of less than 7 000 kg;
- c) *Category 3 aircraft*: all other aircraft.

7.11.5 Reduced runway separation minima shall not apply between a departing aircraft and a preceding landing aircraft.

7.11.6 Reduced runway separation minima shall be subject to the following conditions:

- a) wake turbulence separation minima shall be applied;

- b) visibility shall be at least 5 km and ceiling shall not be lower than 1 000 ft;
- c) tailwind component shall not exceed 5 kt;
- d) there shall be available means, such as suitable landmarks, to assist the controller in assessing the distances between aircraft. A surface surveillance system that provides the air traffic controller with position information on aircraft may be utilized, provided that approval for operational use of such equipment includes a safety assessment to ensure that all requisite operational and performance requirements are met;
- e) minimum separation continues to exist between two departing aircraft immediately after take-off of the second aircraft;
- f) traffic information shall be provided to the flight crew of the succeeding aircraft concerned; and
- g) the braking action shall not be adversely affected by runway contaminants such as ice, slush, snow and water.

7.11.7 Reduced runway separation minima which may be applied at an aerodrome shall be determined for each separate runway. The separation to be applied shall in no case be less than the following minima:

- a) landing aircraft:
  - 1) a succeeding landing Category 1 aircraft may cross the runway threshold when the preceding aircraft is a Category 1 or 2 aircraft which either:
    - i) has landed and has passed a point at least 600 m from the threshold of the runway, is in motion and will vacate the runway without backtracking; or
    - ii) is airborne and has passed a point at least 600 m from the threshold of the runway;
  - 2) a succeeding landing Category 2 aircraft may cross the runway threshold when the preceding aircraft is a Category 1 or 2 aircraft which either:
    - i) has landed and has passed a point at least 1 500 m from the threshold of the runway, is in motion and will vacate the runway without backtracking; or
    - ii) is airborne and has passed a point at least 1 500 m from the threshold of the runway;
  - 3) a succeeding landing aircraft may cross the runway threshold when a preceding Category 3 aircraft:
    - i) has landed and has passed a point at least 2 400 m from the threshold of the runway, is in motion and will vacate the runway without backtracking; or
    - ii) is airborne and has passed a point at least 2 400 m from the threshold of the runway;
- b) departing aircraft:
  - 1) a Category 1 aircraft may be cleared for take-off when the preceding departing aircraft is a Category 1 or 2 aircraft which is airborne and has passed a point at least 600 m from the position of the succeeding aircraft;

- 2) a Category 2 aircraft may be cleared for take-off when the preceding departing aircraft is a Category 1 or 2 aircraft which is airborne and has passed a point at least 1 500 m from the position of the succeeding aircraft; and
- 3) an aircraft may be cleared for take-off when a preceding departing Category 3 aircraft is airborne and has passed a point at least 2 400 m from the position of the succeeding aircraft.

7.11.4.1 Consideration should be given to increased separation between high performance single-engine aircraft and preceding Category 1 or 2 aircraft.

## 7.12 PROCEDURES FOR LOW VISIBILITY OPERATIONS

### 7.12.1 Control of aerodrome surface traffic in conditions of low visibility

*Note — These procedures apply whenever conditions are such that all or part of the manoeuvring area cannot be visually monitored from the control tower. Additional requirements which apply when category II/III approaches are being conducted are specified in Section 7.12.2.*

7.12.1.1 When there is a requirement for traffic to operate on the manoeuvring area in conditions of visibility which prevent the aerodrome control tower from applying visual separation between aircraft, and between aircraft and vehicles, the following shall apply:

7.12.1.1.1 At the intersection of taxiways, an aircraft or vehicle on a taxiway shall not be permitted to hold closer to the other taxiway than the holding position limit defined by a clearance bar, stop bar or taxiway intersection marking according to the specifications in Annex 14, Volume I, Chapter 5.

7.12.1.1.2 The longitudinal separation on taxiways shall be as specified for each particular aerodrome by the appropriate ATS authority. This separation shall take into account the characteristics of the aids available for surveillance and control of ground traffic, the complexity of the aerodrome layout and the characteristics of the aircraft using the aerodrome.

*Note — The Manual of Surface Movement Guidance and Control Systems (SMGCS) (Doc 9476) provides guidance on surface movement guidance and control components and procedures for low visibility operations.*

### 7.12.2 Procedures for control of aerodrome traffic when category II/III approaches are in use

7.12.2.1 The appropriate ATS authority shall establish provisions applicable to the start and continuation of precision approach category II/III operations as well as departure operations in RVR conditions less than a value of 550 m.

7.12.2.2 Low visibility operations shall be initiated by or through the aerodrome control tower.

7.12.2.3 The aerodrome control tower shall inform the approach control unit concerned when procedures for precision approach category II/III and low visibility operations will be applied and also when such procedures are no longer in force.

7.12.2.4 Provisions regarding low visibility operations should specify:

- a) the RVR value(s) at which the low visibility operations procedures shall be implemented;
- b) the minimum ILS/MLS equipment requirements for category II/III operations;
- c) other facilities and aids required for category II/III operations, including aeronautical ground lights, which shall be monitored for normal operation;
- d) the criteria for and the circumstances under which downgrading of the ILS/MLS equipment from category II/III operations capability shall be made;
- e) the requirement to report any relevant equipment failure and degradation, without delay, to the flight crews concerned, the approach control unit, and any other appropriate organization;
- f) special procedures for the control of traffic on the manoeuvring area, including:
  - 1) the runway-holding positions to be used;
  - 2) the minimum distance between an arriving and a departing aircraft to ensure protection of the sensitive and critical areas;
  - 3) procedures to verify that aircraft and vehicles have vacated the runway;
  - 4) procedures applicable to the separation of aircraft and vehicles;
- g) applicable spacing between successive approaching aircraft;
- h) action(s) to be taken in the event low visibility operations need to be discontinued, e.g. due to equipment failures; and
- i) any other relevant procedures or requirements.

*Note — Further information regarding the requirements for low visibility operations can be found in the Air Traffic Services Planning Manual (Doc 9426) and the All-Weather Operations Manual (Doc 9365).*

## 7.13 SUSPENSION OF VISUAL FLIGHT RULES OPERATIONS

7.13.1 Any or all VFR operations on and in the vicinity of an aerodrome may be suspended by any of the following units, persons or authorities whenever safety requires such action:

- a) the approach control unit or the appropriate ACC;
- b) the aerodrome control tower;
- c) the appropriate ATS authority.

7.13.2 All such suspensions of VFR operations shall be accomplished through or notified to the aerodrome control tower.

7.13.3 The following procedures shall be observed by the aerodrome control tower whenever VFR operations are suspended:

- a) hold all VFR departures;
- b) recall all local flights operating under VFR or obtain approval for special VFR operations;
- c) notify the approach control unit or ACC as appropriate of the action taken;
- d) notify all operators, or their designated representatives, of the reason for taking such action, if necessary or requested.

## 7.14 AUTHORIZATION OF SPECIAL VFR FLIGHTS

7.14.1 When traffic conditions permit, special VFR flights may be authorized subject to the approval of the unit providing approach control service and the provisions of 7.14.4.3.

7.14.4.1 Requests for such authorization shall be handled individually.

7.14.4.2 Separation shall be effected between all IFR flights and special VFR flights in accordance with separation minima in Chapters 5 and 6 and, when so prescribed by the appropriate ATS authority, between all special VFR flights in accordance with separation minima prescribed by that authority.

7.14.4.3 When the ground visibility is not less than 1 500 m, special VFR flights may be authorized to: enter a control zone for the purpose of landing, take off and depart from a control zone, cross a control zone or operate locally within a control zone.

*Note — Requirements for two-way communications between controlled flights and the appropriate air traffic control unit are contained in Annex 2, 3.6.5.*

## 7.15 DESIGNATION OF HOT SPOT(S)

The aerodrome operator shall designate, whenever necessary, a location or several locations on the movement area of the aerodrome as hot spot(s). The hot spot(s) shall be charted in accordance with Annex 4, 13.6, 14.6, 15.6 and Appendix 2.

*Note — Guidance material related to hot spots is contained in the Manual on the Prevention of Runway Incursions (Doc 9870).*



## Chapter 8

### ATS SURVEILLANCE SERVICES

*Note — ADS-contract (ADS-C), at this time used wholly to provide procedural separation, is covered in Chapter 13.*

#### 8.1 ATS SURVEILLANCE SYSTEMS CAPABILITIES

8.1.1 ATS surveillance systems used in the provision of air traffic services shall have a very high level of reliability, availability and integrity. The possibility of system failures or significant system degradations which may cause complete or partial interruptions of service shall be very remote. Backup facilities shall be provided.

*Note 1 — An ATS surveillance system will normally consist of a number of integrated elements, including sensor(s), data transmission links, data-processing systems and situation displays.*

*Note 2 — Guidance material pertaining to use of radar and to system performance is contained in the Manual on Testing of Radio Navigation Aids (Doc 8071), the Manual on the Secondary Surveillance Radar (SSR) Systems (Doc 9684) and the Air Traffic Services Planning Manual (Doc 9426).*

*Note 3 — Guidance material pertaining to use of ADS-B and MLAT systems and their system performance is contained in Cir 326.*

*Note 4 — Functional and performance requirements pertaining to ATS surveillance systems are contained in Annex 10 — Aeronautical Telecommunications, Volume IV — Surveillance and Collision Avoidance Systems.*

8.1.2 ATS surveillance systems should have the capability to receive, process and display, in an integrated manner, data from all the connected sources.

8.1.3 ATS surveillance systems should be capable of integration with other automated systems used in the provision of ATS, and should provide for an appropriate level of automation with the objectives of improving the accuracy and timeliness of data displayed to the controller and reducing controller workload and the need for verbal coordination between adjacent control positions and ATC units.

8.1.4 ATS surveillance systems should provide for the display of safety-related alerts and warnings, including conflict alert, minimum safe altitude warning, conflict prediction and unintentionally duplicated SSR codes and aircraft identification.

8.1.5 States should, to the extent possible, facilitate the sharing of information derived from ATS surveillance systems in order to extend and improve surveillance coverage in adjacent control areas.

8.1.6 States should, on the basis of regional air navigation agreements, provide for the automated exchange of coordination data relevant to aircraft being provided with ATS surveillance services, and establish automated coordination procedures.

8.1.7 ATS surveillance systems, such as primary surveillance radar (PSR), secondary surveillance

radar (SSR), ADS-B and MLAT systems may be used either alone or in combination in the provision of air traffic services, including in the provision of separation between aircraft, provided:

- a) reliable coverage exists in the area;
- b) the probability of detection, the accuracy and the integrity of the ATS surveillance system(s) are satisfactory; and
- c) in the case of ADS-B, the availability of data from participating aircraft is adequate.

8.1.8 PSR systems should be used in circumstances where other ATS surveillance systems alone would not meet the air traffic services requirements.

8.1.9 SSR systems, especially those utilizing monopulse techniques or having Mode S capability or MLAT, may be used alone, including in the provision of separation between aircraft, provided:

- a) the carriage of SSR transponders is mandatory within the area; and
- b) identification is established and maintained.

8.1.10 ADS-B shall only be used for the provision of air traffic control service provided the quality of the information contained in the ADS-B message exceeds the values specified by the appropriate ATS authority.

8.1.11 ADS-B may be used alone, including in the provision of separation between aircraft, provided:

- a) identification of ADS-B-equipped aircraft is established and maintained;
- b) the data integrity measure in the ADS-B message is adequate to support the separation minimum;
- c) there is no requirement for detection of aircraft not transmitting ADS-B; and
- d) there is no requirement for determination of aircraft position independent of the position-determining elements of the aircraft navigation system.

8.1.12 The provision of ATS surveillance services shall be limited to specified areas of coverage and shall be subject to such other limitations as have been specified by the appropriate ATS authority. Adequate information on the operating methods used shall be published in aeronautical information publications, as well as operating practices and/or equipment limitations having direct effects on the operation of the air traffic services.

*Note — States will provide information on the area or areas where PSR, SSR, ADS-B and MLAT systems are in use as well as ATS surveillance services and procedures in accordance with Annex 15, 4.1.1 and Appendix 1.*

8.1.4.1 The provision of ATS surveillance services shall be limited when position data quality degrades below a level specified by the appropriate ATS authority.

8.1.13 Where PSR and SSR are required to be used in combination, SSR alone may be used in the event of PSR failure to provide separation between identified transponder-equipped aircraft, provided the accuracy of the SSR position indications has been verified by monitor equipment or other means.

## 8.2 SITUATION DISPLAY

8.2.1 A situation display providing surveillance information to the controller shall, as a minimum, include position indications, map information required to provide ATS surveillance services and, where available, information concerning the identity of the aircraft and the aircraft level.

8.2.2 The ATS surveillance system shall provide for a continuously updated presentation of surveillance information, including position indications.

8.2.3 Position indications may be displayed as:

- a) individual position symbols, e.g. PSR, SSR, ADS-B or MLAT symbols, or combined symbols;
- b) PSR blips; and
- c) SSR responses.

8.2.4 When applicable, distinct symbols should be used for presentation of:

- a) unintentionally duplicated SSR codes and/or aircraft identification that are unintentionally duplicated;
- b) predicted positions for a non-updated track; and
- c) plot and track data.

8.2.5 Where surveillance data quality degrades such that services need to be limited, symbology or other means shall be used to provide the controller with an indication of the condition.

8.2.6 Reserved SSR codes, including 7500, 7600 and 7700, operation of IDENT, ADS-B emergency and/or urgency modes, safety-related alerts and warnings as well as information related to automated coordination shall be presented in a clear and distinct manner, providing for ease of recognition.

8.2.7 Labels associated with displayed targets should be used to provide, in alphanumeric form, information derived from the means of surveillance and, where necessary, the flight data processing system.

8.2.8 Labels shall, as a minimum, include information relating to the identity of the aircraft, e.g. SSR code or aircraft identification and, if available, pressure-altitude-derived level information. This information may be obtained from SSR Mode A, SSR Mode C, SSR Mode S and/or ADS-B.

8.2.9 Labels shall be associated with their position indications in a manner precluding erroneous identification by or confusion on the part of the controller. All label information shall be presented in a clear and concise manner.

## 8.3 COMMUNICATIONS

8.3.1 The level of reliability and availability of communications systems shall be such that the possibility of system failures or significant degradations is very remote. Adequate backup facilities shall be provided.

*Note — Guidance material and information pertaining to system reliability and availability are contained in Annex 10, Volume I, and the Air Traffic Services Planning Manual (Doc 9426).*

8.3.2 Direct pilot-controller communications shall be established prior to the provision of ATS surveillance services, unless special circumstances, such as emergencies, dictate otherwise.

## 8.4 PROVISION OF ATS SURVEILLANCE SERVICES

8.4.1 Information derived from ATS surveillance systems, including safety-related alerts and warnings such as conflict alert and minimum safe altitude warning, should be used to the extent possible in the provision of air traffic control service in order to improve capacity and efficiency as well as to enhance safety.

8.4.2 The number of aircraft simultaneously provided with ATS surveillance services shall not exceed that which can safely be handled under the prevailing circumstances, taking into account:

- a) the structural complexity of the control area or sector concerned;
- b) the functions to be performed within the control area or sector concerned;
- c) assessments of controller workloads, taking into account different aircraft capabilities, and sector capacity; and
- d) the degree of technical reliability and availability of the primary and backup communications, navigation and surveillance systems, both in the aircraft and on the ground.

## 8.5 USE OF SSR TRANSPONDERS AND ADS-B TRANSMITTERS

### 8.5.1 General

To ensure the safe and efficient use of ATS surveillance services, pilots and controllers shall strictly adhere to published operating procedures and standard radiotelephony phraseology shall be used. The correct setting of transponder codes and/or aircraft identification shall be ensured at all times.

### 8.5.2 SSR code management

8.5.2.1 Codes 7700, 7600 and 7500 shall be reserved internationally for use by pilots encountering a state of emergency, radiocommunication failure or unlawful interference, respectively.

### 8.5.3 Operation of SSR transponders

*Note — SSR transponder operating procedures are contained in Procedures for Air Navigation Services — Aircraft Operations (PANS-OPS, Doc 8168), Volume I, Part III, Section 3.*

8.5.3.1 When it is observed that the Mode A code shown on the situation display is different to what has been assigned to the aircraft, the pilot shall be requested to confirm the code selected and, if the situation warrants (e.g. not being a case of unlawful interference), to reselect the correct code.

8.5.3.2 If the discrepancy between assigned and displayed Mode A codes still persists, the pilot may be requested to stop the operation of the aircraft's transponder. The next control position and any other affected unit using SSR and/or MLAT in the provision of ATS shall be informed accordingly.

8.5.3.3 Aircraft equipped with Mode S having an aircraft identification feature shall transmit the aircraft identification as specified in Item 7 of the ICAO flight plan or, when no flight plan has been filed, the aircraft registration.

*Note — All Mode S-equipped aircraft engaged in international civil aviation are required to have an aircraft identification feature (Annex 10, Volume IV, Chapter 2, 2.1.5.2, refers).*

8.5.3.4 Whenever it is observed on the situation display that the aircraft identification transmitted by a Mode S-equipped aircraft is different from that expected from the aircraft, the pilot shall be requested to confirm and, if necessary, re-enter the correct aircraft identification.

8.5.3.5 If, following confirmation by the pilot that the correct aircraft identification has been set on the Mode S identification feature, the discrepancy continues to exist, the following actions shall be taken by the controller:

- a) inform the pilot of the persistent discrepancy;
- b) where possible, correct the label showing the aircraft identification on the situation display; and
- c) notify the erroneous aircraft identification transmitted by the aircraft to the next control position and any other interested unit using Mode S for identification purposes.

#### 8.5.4 Operation of ADS-B transmitters

*Note 1 — To indicate that it is in a state of emergency or to transmit other urgent information, an aircraft equipped with ADS-B might operate the emergency and/or urgency mode as follows:*

- a) *emergency;*
- b) *communication failure;*
- c) *unlawful interference;*
- d) *minimum fuel; and/or*
- e) *medical.*

*Note 2 — Some aircraft equipped with first generation ADS-B avionics do not have the capability described in Note 1 above and only have the capability to transmit a general emergency alert regardless of the code selected by the pilot.*

8.5.4.1 Aircraft equipped with ADS-B having an aircraft identification feature shall transmit the aircraft identification as specified in Item 7 of the ICAO flight plan or, when no flight plan has been filed, the aircraft registration.

8.5.4.2 Whenever it is observed on the situation display that the aircraft identification transmitted by an ADS-B-equipped aircraft is different from that expected from the aircraft, the pilot shall be requested to confirm and, if necessary, re-enter the correct aircraft identification.

8.5.4.3 If, following confirmation by the pilot that the correct aircraft identification has been set on the ADS-B identification feature, the discrepancy continues to exist, the following actions shall be taken by the controller:

- a) inform the pilot of the persistent discrepancy;
- b) where possible, correct the label showing the aircraft identification on the situation display; and
- c) notify the next control position and any other unit concerned of the erroneous aircraft identification transmitted by the aircraft.

### **8.5.5 Level information based on the use of pressure-altitude information**

#### **8.5.5.1 VERIFICATION OF LEVEL INFORMATION**

8.5.5.1.1 The tolerance value used to determine that pressure-altitude-derived level information displayed to the controller is accurate shall be  $\pm 200$  ft in RVSM airspace. In other airspace, it shall be  $\pm 300$  ft, except that the appropriate ATS authority may specify a smaller criterion, but not less than  $\pm 200$  ft, if this is found to be more practical. Geometric height information shall not be used for separation.

8.5.5.1.2 Verification of pressure-altitude-derived level information displayed to the controller shall be effected at least once by each suitably equipped ATC unit on initial contact with the aircraft concerned or, if this is not feasible, as soon as possible thereafter. The verification shall be effected by simultaneous comparison with altimeter-derived level information received from the same aircraft by radiotelephony. The pilot of the aircraft whose pressure-altitude-derived level information is within the approved tolerance value need not be advised of such verification. Geometric height information shall not be used to determine if altitude differences exist.

8.5.5.1.3 If the displayed level information is not within the approved tolerance value or when a discrepancy in excess of the approved tolerance value is detected subsequent to verification, the pilot shall be advised accordingly and requested to check the pressure setting and confirm the aircraft's level.

8.5.5.1.4 If, following confirmation of the correct pressure setting the discrepancy continues to exist, the following action should be taken according to circumstances:

- a) request the pilot to stop Mode C or ADS-B altitude data transmission, provided this does not cause the loss of position and identity information, and notify the next control positions or ATC unit concerned with the aircraft of the action taken; or
- b) inform the pilot of the discrepancy and request that the relevant operation continue in order to prevent loss of position and identity information of the aircraft and, when authorized by the appropriate ATS authority, override the label-displayed level information with the reported level. Notify the next control position or ATC unit concerned with the aircraft of the action taken.

#### **8.5.5.2 DETERMINATION OF LEVEL OCCUPANCY**

8.5.5.2.1 The criterion which shall be used to determine that a specific level is occupied by an aircraft shall be  $\pm 200$  ft in RVSM airspace. In other airspace, it shall be  $\pm 300$  ft, except that the appropriate ATS authority may specify a smaller criterion, but not less than  $\pm 200$  ft, if this is found to be more practical.

*Note — For a brief explanation of the considerations underlying this value, see the Air Traffic Services Planning Manual (Doc 9426).*

8.5.5.2.2 *Aircraft maintaining a level.* An aircraft is considered to be maintaining its assigned level as long as the pressure-altitude-derived level information indicates that it is within the appropriate tolerances of the assigned level, as specified in 8.5.5.2.1.

8.5.5.2.3 *Aircraft vacating a level.* An aircraft cleared to leave a level is considered to have commenced its manoeuvre and vacated the previously occupied level when the pressure-altitude-derived level information indicates a change of more than 300 ft in the anticipated direction from its previously assigned level.

8.5.5.2.4 *Aircraft passing a level in climb or descent.* An aircraft in climb or descent is considered to have crossed a level when the pressure-altitude-derived level information indicates that it has passed this level in the required direction by more than 300 ft.

8.5.5.2.5 *Aircraft reaching a level.* An aircraft is considered to have reached the level to which it has been cleared when the elapsed time of three display updates, three sensor updates or 15 seconds, whichever is the greater, has passed since the pressure-altitude-derived level information has indicated that it is within the appropriate tolerances of the assigned level, as specified in 8.5.5.2.1.

8.5.5.2.6 Intervention by a controller shall only be required if differences in level information between that displayed to the controller and that used for control purposes are in excess of the values stated above.

## 8.6 GENERAL PROCEDURES

### 8.6.1 Identification of aircraft

#### 8.6.1.1 ESTABLISHMENT OF IDENTIFICATION

8.6.1.1.1 Before providing an ATS surveillance service to an aircraft, identification shall be established and the pilot informed. Thereafter, identification shall be maintained until termination of the ATS surveillance service.

8.6.1.1.2 If identification is subsequently lost, the pilot shall be informed accordingly and, when applicable, appropriate instructions issued.

8.6.1.1.3 Identification shall be established by at least one of the methods specified in 8.6.2.2, 8.6.2.3, 8.6.2.4 and 8.6.2.5.

#### 8.6.1.2 ADS-B IDENTIFICATION PROCEDURES

Where ADS-B is used for identification, aircraft may be identified by one or more of the following procedures:

- a) direct recognition of the aircraft identification in an ADS-B label;
- b) transfer of ADS-B identification (see 8.6.3); and
- c) observation of compliance with an instruction to TRANSMIT ADS-B IDENT.

*Note 1 — Some aircraft equipped with first generation ADS-B avionics do not have the capability of squawking IDENT while the emergency and/or urgency mode is selected.*

*Note 2 — In automated systems, the “IDENT” feature may be presented in different ways,*

*e.g. as a flashing of all or part of the position indication and associated label.*

### 8.6.1.3 SSR AND/OR MLAT IDENTIFICATION PROCEDURES

8.6.1.3.1 Where SSR and/or MLAT is used for identification, aircraft may be identified by one or more of the following procedures:

- a) recognition of the aircraft identification in an SSR and/or MLAT label;

*Note — The use of this procedure requires that the code/call sign correlation is achieved successfully, taking into account the Note following b) below.*

- b) recognition of an assigned discrete code, the setting of which has been verified, in an SSR and/or MLAT label;

*Note — The use of this procedure requires a system of code assignment which ensures that each aircraft in a given portion of airspace is assigned a discrete code (see 8.5.2.2.7).*

- c) direct recognition of the aircraft identification of a Mode S-equipped aircraft in an SSR and/or MLAT label;

*Note — The aircraft identification feature available in Mode S transponders provides the means to identify directly individual aircraft on situation displays and thus offers the potential to eliminate ultimately the recourse to Mode A discrete codes for individual identification. This elimination will only be achieved in a progressive manner depending on the state of deployment of suitable ground and airborne installations.*

- d) by transfer of identification (see 8.6.3);
- e) observation of compliance with an instruction to set a specific code;
- f) observation of compliance with an instruction to squawk IDENT.

*Note 1 — In automated radar systems, the “IDENT” feature may be presented in different ways, e.g. as a flashing of all or part of the position indication and associated label.*

*Note 2 — Garbling of transponder replies may produce “IDENT”-type of indications. Nearly simultaneous “IDENT” transmissions within the same area may give rise to errors in identification.*

8.6.1.3.2 When a discrete code has been assigned to an aircraft, a check shall be made at the earliest opportunity to ensure that the code set by the pilot is identical to that assigned for the flight. Only after this check has been made shall the discrete code be used as a basis for identification.

### 8.6.1.4 PSR IDENTIFICATION PROCEDURES

8.6.1.4.1 Where PSR is used for identification, aircraft may be identified by one or more of the following procedures:

- a) by correlating a particular radar position indication with an aircraft reporting its position over, or as bearing and distance from, a point shown on the situation display, and by ascertaining that the track of the particular radar position is consistent with the aircraft path or reported heading;

*Note 1 — Caution must be exercised when employing this method since a position reported in*



*relation to a point may not coincide precisely with the radar position indication of the aircraft on the situation display. The appropriate ATS authority may, therefore, prescribe additional conditions for the application of this method, e.g.:*

- i) a level or levels above which this method may not be applied in respect of specified navigation aids; or*
- ii) a distance from the radar site beyond which this method may not be applied.*

*Note 2 — The term “a point” refers to a geographical point suitable for the purposes of identification. It is normally a reporting point defined by reference to a radio navigation aid or aids.*

- b) by correlating an observed radar position indication with an aircraft which is known to have just departed, provided that the identification is established within 1 NM from the end of the runway used. Particular care should be taken to avoid confusion with aircraft holding over or overflying the aerodrome, or with aircraft departing from or making a missed approach over adjacent runways;
- c) by transfer of identification (see 8.6.3);
- d) by ascertaining the aircraft heading, if circumstances require, and following a period of track observation:
  - instructing the pilot to execute one or more changes of heading of 30 degrees or more and correlating the movements of one particular radar position indication with the aircraft's acknowledged execution of the instructions given; or
  - correlating the movements of a particular radar position indication with manoeuvres currently executed by an aircraft having so reported.

When using these methods, the controller shall:

- i) verify that the movements of not more than one radar position indication correspond with those of the aircraft; and
- ii) ensure that the manoeuvre(s) will not carry the aircraft outside the coverage of the radar or the situation display.

*Note 1 — Caution must be exercised when employing these methods in areas where route changes normally take place.*

*Note 2 — With reference to ii) above, see also 8.6.5.1 regarding vectoring of controlled aircraft.*

8.6.1.4.2 Use may be made of direction-finding bearings to assist in identification of an aircraft. This method, however, shall not be used as the sole means of establishing identification, unless so prescribed by the appropriate ATS authority for particular cases under specified conditions.

#### 8.6.1.5 ADDITIONAL IDENTIFICATION METHOD

When two or more position indications are observed in close proximity, or are observed to be making similar movements at the same time, or when doubt exists as to the identity of a position indication for any other reason, changes of heading should be prescribed or repeated as many times as necessary, or additional methods of identification should be employed, until all risk of error in identification is eliminated.

### 8.6.2 Transfer of identification

8.6.2.1 Transfer of identification from one controller to another should only be attempted when it is considered that the aircraft is within the accepting controller's surveillance coverage.

8.6.2.2 Transfer of identification shall be effected by one of the following methods:

- a) designation of the position indication by automated means, provided that only one position indication is thereby indicated and there is no possible doubt of correct identification;
- b) notification of the aircraft's discrete SSR code or aircraft address;

*Note 1 — The use of a discrete SSR code requires a system of code assignment which ensures that each aircraft in a given portion of airspace is assigned a discrete code (see 8.5.2.2.7).*

*Note 2 — Aircraft address would be expressed in the form of the alphanumerical code of six hexadecimal characters.*

- c) notification that the aircraft is SSR Mode S-equipped with an aircraft identification feature when SSR Mode S coverage is available;
- d) notification that the aircraft is ADS-B-equipped with an aircraft identification feature when compatible ADS-B coverage is available;
- e) direct designation (pointing with the finger) of the position indication, if the two situation displays are adjacent, or if a common "conference" type of situation display is used;

*Note — Attention must be given to any errors which might occur due to parallax effects.*

- f) designation of the position indication by reference to, or in terms of bearing and distance from, a geographical position or navigational facility accurately indicated on both situation displays, together with the track of the observed position indication if the route of the aircraft is not known to both controllers;

*Note — Caution must be exercised before transferring identification using this method, particularly if other position indications are observed on similar headings and in close proximity to the aircraft under control. Inherent radar deficiencies, such as inaccuracies in bearing and distance of the radar position indications displayed on individual situation displays and parallax errors, may cause the indicated position of an aircraft in relation to the known point to differ between the two situation displays. The appropriate ATS authority may, therefore, prescribe additional conditions for the application of this method, e.g.:*

- i) a maximum distance from the common reference point used by the two controllers; and*
- ii) a maximum distance between the position indication as observed by the accepting controller and the one stated by the transferring controller.*
- g) where applicable, issuance of an instruction to the aircraft by the transferring controller to change SSR code and the observation of the change by the accepting controller; or
- h) issuance of an instruction to the aircraft by the transferring controller to squawk/transmit IDENT and observation of this response by the accepting controller.

*Note — Use of procedures g) and h) requires prior coordination between the controllers, since the indications to be observed by the accepting controller are of short duration.*

### 8.6.3 Position information

8.6.3.1 An aircraft provided with ATS surveillance service should be informed of its position in the following circumstances:

- a) upon identification, except when the identification is established:
  - i) based on the pilot's report of the aircraft position or within one nautical mile of the runway upon departure and the observed position on the situation display is consistent with the aircraft's time of departure; or
  - ii) by use of ADS-B aircraft identification, Mode S aircraft identification or assigned discrete SSR codes and the location of the observed position indication is consistent with the current flight plan of the aircraft; or
  - iii) by transfer of identification;
- b) when the pilot requests this information;
- c) when a pilot's estimate differs significantly from the controller's estimate based on the observed position;
- d) when the pilot is instructed to resume own navigation after vectoring if the current instructions had diverted the aircraft from a previously assigned route (see 8.6.5.5);
- e) immediately before termination of ATS surveillance service, if the aircraft is observed to deviate from its intended route.

8.6.3.2 Position information shall be passed to aircraft in one of the following forms:

- a) as a well-known geographical position;
- b) magnetic track and distance to a significant point, an en-route navigation aid, or an approach aid;
- c) direction (using points of the compass) and distance from a known position;
- d) distance to touchdown, if the aircraft is on final approach; or
- e) distance and direction from the centre line of an ATS route.

8.6.3.3 Whenever practicable, position information shall relate to positions or routes pertinent to the navigation of the aircraft concerned and shown on the situation display map.

8.6.3.4 When so informed, the pilot may omit position reports at compulsory reporting points or report only over those reporting points specified by the air traffic services unit concerned. Unless automated position reporting is in effect (e.g. ADS-C), pilots shall resume voice or CPDLC position reporting:

- a) when so instructed;
- b) when advised that the ATS surveillance service has been terminated; or
- c) when advised that identification is lost.

### 8.6.4 Vectoring

8.6.4.1 Vectoring shall be achieved by issuing to the pilot specific headings which will enable the aircraft to maintain the desired track. When vectoring an aircraft, a controller shall comply with the following:

- a) whenever practicable, the aircraft shall be vectored along tracks on which the pilot can monitor the aircraft position with reference to pilot-interpreted navigation aids (this will minimize the amount of navigational assistance required and alleviate the consequences resulting from an ATS surveillance system failure);
- b) when an aircraft is given its initial vector diverting it from a previously assigned route, the pilot shall be informed what the vector is to accomplish, and the limit of the vector shall be specified (e.g. to ... position, for ... approach);
- c) except when transfer of control is to be effected, aircraft shall not be vectored closer than 2.5 NM or, where the minimum permissible separation is greater than 5 NM, a distance equivalent to one-half of the prescribed separation minimum, from the limit of the airspace for which the controller is responsible, unless local arrangements have been made to ensure that separation will exist with aircraft operating in adjoining areas;
- d) controlled flights shall not be vectored into uncontrolled airspace except in the case of emergency or in order to circumnavigate adverse meteorological conditions (in which case the pilot should be so informed), or at the specific request of the pilot; and
- e) when an aircraft has reported unreliable directional instruments, the pilot shall be requested, prior to the issuance of manoeuvring instructions, to make all turns at an agreed rate and to carry out the instructions immediately upon receipt.

8.6.4.2 When vectoring an IFR flight and when giving an IFR flight a direct routing which takes the aircraft off an ATS route, the controller shall issue clearances such that the prescribed obstacle clearance will exist at all times until the aircraft reaches the point where the pilot will resume own navigation. When necessary, the relevant minimum vectoring altitude shall include a correction for low temperature effect.

*Note 1 — When an IFR flight is being vectored, the pilot may be unable to determine the aircraft's exact position in respect to obstacles in this area and consequently the altitude which provides the required obstacle clearance. Detailed obstacle clearance criteria are contained in PANS-OPS (Doc 8168), Volumes I and II. See also 8.6.8.2.*

*Note 2 — It is the responsibility of the ATS authority to provide the controller with minimum altitudes corrected for temperature effect.*

8.6.4.3 Whenever possible, minimum vectoring altitudes should be sufficiently high to minimize activation of aircraft ground proximity warning systems.

*Note — Activation of such systems will induce aircraft to pull up immediately and climb steeply to avoid hazardous terrain, possibly compromising separation between aircraft.*

8.6.4.4 In terminating vectoring of an aircraft, the controller shall instruct the pilot to resume own navigation, giving the pilot the aircraft's position and appropriate instructions, as necessary, in the form prescribed in 8.6.4.2 b), if the current instructions had diverted the aircraft from a previously assigned route.

### 8.6.5 Navigation assistance

8.6.5.1 An identified aircraft observed to deviate significantly from its intended route or designated holding pattern shall be advised accordingly. Appropriate action shall also be taken if, in the opinion of the controller, such deviation is likely to affect the service being provided.

8.6.5.2 The pilot of an aircraft requesting navigation assistance from an air traffic control unit providing ATS surveillance services shall state the reason (e.g. to avoid areas of adverse weather or unreliable navigational instruments) and shall give as much information as possible in the circumstances.

### 8.6.6 Interruption or termination of ATS surveillance service

8.6.6.1 An aircraft which has been informed that it is provided with ATS surveillance service should be informed immediately when, for any reason, the service is interrupted or terminated.

*Note — The transition of an aircraft across adjoining areas of radar and/or ADS-B and/or MLAT systems coverage will not normally constitute an interruption or termination of the ATS surveillance service.*

8.6.6.2 When the control of an identified aircraft is to be transferred to a control sector that will provide the aircraft with procedural separation, the transferring controller shall ensure that appropriate procedural separation is established between that aircraft and any other controlled aircraft before the transfer is effected.

### 8.6.7 Minimum levels

8.6.7.1 The controller shall at all times be in possession of full and up-to-date information regarding:

- a) established minimum flight altitudes within the area of responsibility;
- b) the lowest usable flight level or levels determined in accordance with Chapters 4 and 5; and
- c) established minimum altitudes applicable to procedures based on tactical vectoring.

8.6.7.2 Unless otherwise specified by the appropriate ATS authority, minimum altitudes for procedures based on tactical vectoring with any ATS surveillance system shall be determined using the criteria applicable to tactical radar vectoring.

*Note — Criteria for the determination of minimum altitudes applicable to procedures based on tactical radar vectoring are contained in Procedures for Air Navigation Services — Aircraft Operations (PANS-OPS, Doc 8168), Volume II.*

### 8.6.8 Information regarding adverse weather

8.6.8.1 Information that an aircraft appears likely to penetrate an area of adverse weather should be issued in sufficient time to permit the pilot to decide on an appropriate course of action, including that of requesting advice on how best to circumnavigate the adverse weather area, if so desired.

*Note — Depending on the capabilities of the ATS surveillance system, areas of adverse weather may not be presented on the situation display. An aircraft's weather radar will normally provide better detection and definition of adverse weather than radar sensors in use by ATS.*

8.6.8.2 In vectoring an aircraft for circumnavigating any area of adverse weather, the controller

should ascertain that the aircraft can be returned to its intended or assigned flight path within the coverage of the ATS surveillance system and, if this does not appear possible, inform the pilot of the circumstances.

*Note — Attention must be given to the fact that under certain circumstances the most active area of adverse weather may not be displayed.*