ZTL ARTCC

Birmingham International

Air Traffic Control Tower

Standard Operating Procedures

BHM 7110.65B

Effective: April 10, 2011

CHAPTER 1. GENERAL CONTROL

SECTION 1. EQUIPMENT

1-1-1. Callsign Usage and Frequency Delegation:
The following callsigns and frequencies shall be used when working positions at BHM ATCT / TRACON.

Callsign	Frequency	VOX Channel
ATIS	119.400	KBHM_ATIS
Clearance Delivery	125.670	BHM-CD
Ground Control	121.700	BHM-GC
Local Control	119.900	BHM-LC
Approach / Departure	123.800	BHM-SAPP
Approach / Departure	127.670	BHM-NAPP

CHAPTER 2. CLEARANCE DELIVERY

SECTION 1. POSITION DUTIES AND RESPONSIBILITIES

2-1-1. RESPONSIBLITIES & PROCEDURES

Clearance Delivery shall:

a. Process and forward flight plan information.

b. Issue clearances and ensure accuracy of pilot readback.

c. Formulate and issue clearances for all Birmingham departures.

1) IFR Departures:

(a) Assign 5,000 feet for IFR aircraft filed with requested altitude above 5,000 feet and advise the aircraft to expect the requested altitude on zero minutes after departure.

(b) Assign requested altitude to IFR aircraft filed at or below 5,000 feet.

2) VFR Departures:

(a) Assign at or below 2,500 feet to all VFR aircraft departing BHM

3) Issue runway heading to all departures

d. Prepare ATIS broadcasts. Information contained in an ATIS broadcast must be brief and concise.

1) When the ATIS change has been completed ensure all Cab/TRACON positions are notified.

CHAPTER 3. GROUND CONTROL

SECTION 1. POSITION DUTIES AND RESPONSIBILITIES

3-1-1. RESPONSIBILITIES

GC shall be responsible for the safe, orderly and expeditious flow of aircraft operating at BHM Airport with in their ear of jurisdiction.

CHAPTER 4. LOCAL CONTROL

SECTION 1. POSITION DUTIES AND RESPONSIBILITIES

4-1-1. RESPONSIBLITIES

Local Control shall:

a) Ensure Separation

b) Initiate control instructions

4-1-2. PROCEDURES

LC shall:

a) Coordinate active runway changes with CD, GC, and the TRACON prior to change

b) Have automatic releases of departures off the active runways unless specifically coordinated otherwise. Once the aircraft is issued the takeoff clearance, push the strip to the appropriate RADAR Controller.

c) Be responsible for separation of aircraft within Tower airspace lateral boundaries.

d) Ensure all departures are established on a heading in accordance with the following runway configurations prior to communication changeover.

1. RY 6/36 or RY 6 during single runway operations – Heading 290° to 150°.

2. RY 6/18 – Heading 290° to 330° / Heading 030° to 200°

3. RY 24/18 or RY 24 during single runway operations– Heading 110° to 330°.

4. RY 24/36 - Heading 110° to 150°/ Heading 210° to 020°.

f) Instruct practice approach aircraft executing a touch-and-go/low approach to maintain 2,500 feet and coordinate as required with approach for a heading/ further instructions.

g) Prior to conducting land and hold short operations on intersecting runways, the provisions contained in FAA Order 7110.65 must be met.

4-1-3. DELEGATED AIRSPACE - Local Control airspace is defined as All runway surface areas and airspace within five mile radius of the Birmingham Airport, up to 2,500 feet.

4-1-4. LAND AND HOLD SHORT OPERATIONS (LAHSO)

LAHSO refers to aircraft landing on a specified runway and stopping short of the full length of the runway, at a predetermined point. This operation is approved at BHM. See Airport directory for Available Landing Distances.

4-1-5. LINE UP AND WAIT (LUAW)

Line Up and Wait is authorized during ALL times / intersections/ runways at KBHM.

CHAPTER 5. APPROACH / DEPARTURE

SECTION 1. POSITION DUTIES AND RESPONSIBILITIES

5-1-1. RESPONSIBLITIES

Appraoch/Departure shall:

a) Ensure separation

b) Initiate control instructions

c) Provide radar approach control service for IFR / VFR / SVFR etc. aircraft within their airspace.

5-1-2. PRE-ARRANGED COORDINATION

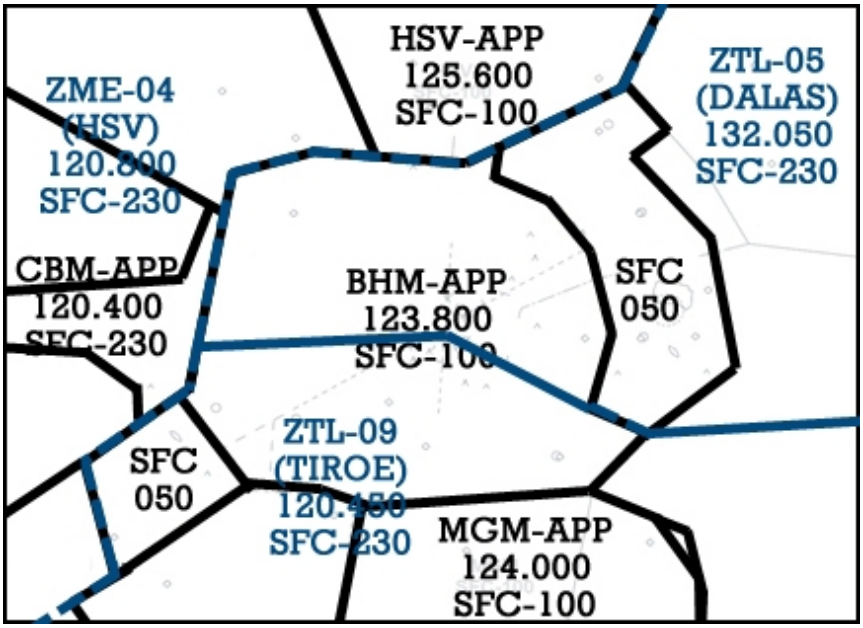
Automatic releases for IFR / SVFR / VFR Class C departures off Birmingham Airport only if Local Control pushes the strip immediately after issuing takeoff clearance to the departure. Automatic releases are NOT authorized for opposite direction departure.

5-1-3. PROCEDURES

a. Assign runway heading and 2,500 feet to all touch-and-go / low approach aircraft unless specifically coordinated otherwise.

d. All aircraft shall be switched to the Tower frequency prior to a 5NM final. The transfer of control point (TCP) for all aircraft sequenced to the Birmingham Airport is a 5-mile radius of the Birmingham Airport

APPENDIX A. TRACON AIRSAPCE.



APPENDIX B. BHM/ZTL Letter Of Agreement.

a. Arrivals.

(1) ARTCC shall clear arrivals operating at 11,000 feet or above to the Birmingham Airport via VUZ direct BHM, direct BHM or via an assigned vector heading to the airport and to cross 30 DME from VUZ / BHM at 11,000 and 250 knots.

(2) ARTCC shall clear arrivals operating at 10,000 feet or below to the destination airport to cross the common boundary level at an altitude appropriate for direction of flight direct VUZ direct BHM , direct BHM, or assigned radar vector .

(3) In the event ATCT negates a crossing restriction, ATCT shall assume the responsibility of coordination with the appropriate ARTCC sectors. BHM shall transition arrivals into TRACON airspace as soon as possible to avoid having to point out to other ZTL sectors.

b. Departures.

(1) ATCT shall clear aircraft requesting 11,000 feet or above to maintain 10,000 feet and expect requested altitude ten minutes after departure. Departures shall be cleared “on course”.

(2) Aircraft requesting 10,000 feet or below shall be cleared at an altitude appropriate for direction of flight. Departures shall be cleared “on course”.

(3) ATCT shall provide 5 NM lateral separation and/or 1,000 feet vertical separation, constant or increasing, for aircraft entering ARTCC airspace.

NOTE - The transfer of control point (TCP) is defined as the vertical and lateral limits of the airspace delegated to ATCT.

APPENDIX C. BHM/TCL Tower Letter Of Agreement.

a. Arrivals.

1) Tuscaloosa Tower shall:

(a) Advise BHM of any unplanned IFR Missed Approaches / Go Arounds.

2) Birmingham Approach Control shall:

(a) Ensure separation between successive IFR/SVFR arrivals.

(b) Coordinate arrival information shall be accomplished if the arrival will be executing a planed option approach and returning to the Radar controller (missed approach/low approach etc.)

(c) Transfer communications of all inbound aircraft to Tuscaloosa Tower at least 5 NM out.

(d) Issue climb out instructions to aircraft requesting the option/ or unplanned missed approaches/ go arounds.

b. Departures

1) Tuscaloosa Tower shall:

(a) Request release for ALL IFR/SVFR departures.

(b) Assign 4,000' for all IFR departures.

(c) Clear all IFR departures “as filed”.

(d) VFR aircraft requesting radar service shall have type aircraft type, requested altitude and direction of flight in the route section.

c. Airspace. Tuscaloosa Class D airspace is SFC-2,700' 5NM around KTCL.

APPENDIX D. Scratch Pad Procedures.

All aircraft inbound to BHM shall display the type approach and / or assigned runway / request in the scratchpad. Coordination is required if the scratch pad is left blank or opposite direction arrival information is included. If the approach will be completed to a runway in use, the runway number/designator is optional. Airports with parallel runways will use the last digit of the runway number followed by the L/C/R designator. ALL missed/low/option approaches SHALL be coordinated with the appropriate Local Controller.

Scratchpad Entry	Definition
TYPE OF APPROACH	
I (XX)	ILS Approach
V (XX)	Visual Approach
N (XX)	NDB Approach
R (XX)	VOR Approach
T (XX)	TACAN Approach
G (XX)	GPS/RNAV Approach
L (XX)	Localizer Approach
Z (XX)	VFR arrivals assigned a runway
TG	Aircraft requesting a Touch and Go
LA	Aircraft requesting Low Approach
SG	Aircraft requesting Stop and Go
PTN	Aircraft is requesting Pattern Work (closed traffic)
OPT	Aircraft requesting the Option
OVH	Aircraft requesting the Overhead Maneuver
VS	Aircraft is maintain visual separation / following the preceding aircraft.
VL	Aircraft is maintain visual separation with the closest aircraft on adjacent final to it's left.
VR	Aircraft is maintain visual separation with the closest aircraft on adjacent final to it's right.