

ZTL ARTCC

Augusta Regional

Air Traffic Control Tower

Standard Operating Procedures

AGS 7110.65B

Effective: May 1, 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	132.750	KAGS_ATIS
Ground Control	121.900	AGS-GC
Local Control	118.700	AGS-LC
Approach/Departure	119.150	AGS-APP

CHAPTER 2. GROUND CONTROL

SECTION 1. POSITION DUTIES AND RESPONSIBILITIES

2-1-1. RESPONSIBILITIES & PROCEDURES

Ground Control shall:

- a. Process and forward flight plan information.
- b. Issue clearances and ensure accuracy of pilot readback.
- c. Formulate and issue clearances for all Augusta IFR/SVFR/ TRSA (Flight Following) departures. Issue:
 - 1) All IFR/SVFR/TRSA aircraft departing Augusta Regional a departure frequency and an appropriate beacon code.
 - 2) VFR/TRSA departures requesting an altitude above 5,000, issue a restricted altitude to maintain VFR at or below 5000.
 - 3) VFR aircraft requesting pattern work do not need a squawk code, but may be issued one.
 - 4) IFR departures requesting an altitude above 5000, shall be issued 5000 and their requested altitude within 10 minutes; issue requested altitude to all others.
- d. Record the ATIS when appropriate.
- e. responsible for the safe, orderly and expeditious flow of aircraft operating at AGS Airport within moment areas (all taxiways and inactive runways).

CHAPTER 3. LOCAL CONTROL

SECTION 1. POSITION DUTIES AND RESPONSIBILITIES

3-1-1. RESPONSIBILITIES

Local Control shall:

- a. Ensure Separation
- b. Initiate control instructions
- c. Coordinate as necessary (Example. Opposite Direction Departures).

3-1-2. 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. Coordinate releases of opposite direction departures with radar sector that will provide service to aircraft.
- d. Be responsible for separation of aircraft within Tower airspace lateral boundaries.

NOTE - Unless otherwise coordinated, the Radar Controller shall assume control of a departing aircraft upon frequency change.

- e. Local Control shall assume control of arriving aircraft upon frequency change. When sequencing an aircraft to a runway other than previously sequenced, if and/or when it will interrupt the flow of arrival traffic, coordinate with the appropriate radar position.
- f. Unless otherwise coordinated, all missed approaches/go arounds shall be instructed to fly runway heading and issued an altitude restriction of 3,000 feet.
- f. Verbally coordinate with the TRACON on missed approaches and/or go-arounds prior to communications transfer.
- g. Aircraft executing multiple approaches must be verbally coordinated with the appropriate Radar Position by Local Control upon climb out unless the the aircraft will remain in the VFR traffic pattern.
- h. Assign the following headings to IFR/SVFR/TRSA departures:
 - 1) Runway 8 – Heading 100
 - 2) Runway 35 - Heading 330, Runway Heading, or heading 020

3) Runway 17 – Heading 140, Runway Heading, or heading 200

4) Runway 26 – Heading 230, Runway Heading, or heading 290

3-1-3. DELEGATED AIRSPACE

Local Control airspace is defined as All runway surface areas and airspace within 5 mile radius of the AGS Airport, up to 2,00 feet.

3-1-4. LINE UP AND WAIT (LUAW)

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

CHAPTER 4. APPROACH / DEPARTURE

SECTION 1. POSITION DUTIES AND RESPONSIBILITIES

4-1-1. RESPONSIBILITIES

Approach/Departure shall: Ensure separation, initiate control instructions and provide radar approach control service for IFR / TRSA VFR / SVFR etc. aircraft within their airspace.

4-1-2. PRE-ARRANGED COORDINATION

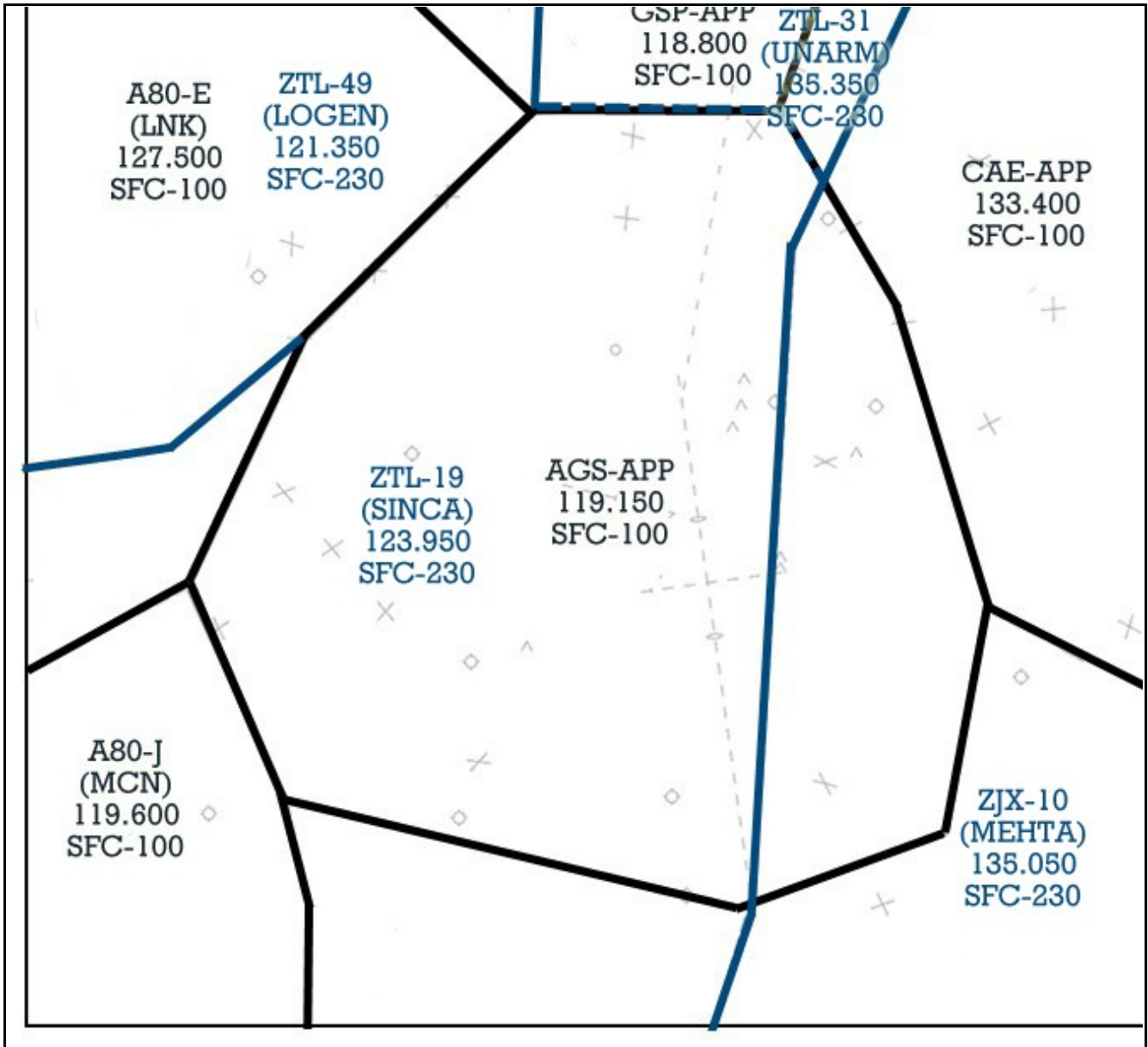
Automatic releases for IFR / SVFR / VFR TRSA departures off AGS Airport only if Local Control pushes the strip immediately after issuing takeoff clearance to the departure. Automatic releases are NOT authorized for opposite direction departure.

4-1-3. PROCEDURES

a. Assign runway heading and 3,000 feet to all touch-and-go / low approach aircraft unless specifically coordinated otherwise.

b. Transfer communications to AGS Tower between 5 and 7 NM from the airport for arriving aircraft.

APPENDIX A. TRACON AIRSAPCE.



APPENDIX B. AGS/ZTL/ZJX Letter Of Agreement.

a. Arrivals.

(1) ARTCC shall clear arrivals operating at 11,000 feet or above to the via direct, via an assigned vector to the airport or filed flight plan route and to cross the common boundary at 11,000.

(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 direct destination, or assigned radar vector, or via filed route .

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