

ZTL ARTCC

Greenville Spartanburg International

Airport Traffic Control Tower

Standard Operating Procedures

GSP 7110.65B

Effective: May 1, 2011

CHAPTER 1. GENERAL CONTROL

SECTION 1. EQUIPMENT

2-1-1. Callsign Usage and Frequency Delegation:

The following callsigns and frequencies shall be used when working positions at GSP ATCT / TRACON

| Callsign | Frequency | VOX Channel |
|--------------------|------------------|--------------------|
| ATIS | 120.200 | KGSP_ATIS |
| Ground Control | 121.900 | GSP-GC |
| Local Control | 120.100 | GSP-LC |
| Approach/Departure | 118.800 | GSP-APP |

CHAPTER 2. GROUND CONTROL

SECTION 1. POSITIONS DUTIES AND RESPONSIBILITIES

2-1-1. RESPONSIBILITIES

GC shall provide IFR departure clearances, enter VFR flight plan information into the system, taxi aircraft and update the ATIS.

2-1-2. PROCEDURES

a. Verbally coordinate with LC when a departing aircraft is taxied to a position other than the approach end of the advertised runway (this includes intersection departures).

b. Advise Local Controller of aircraft call sign and type when aircraft begins taxiing.

c. Formulate and issue IFR departure clearances.

1) All aircraft: Maintain 5,000 (if requested altitude is above 5,000 feet). Maintain requested altitude (if requested altitude is 5,000 feet or below) and will be told to expect their requested flight level/altitude ten minutes after departure.

2) Assign all IFR aircraft runway heading.

d. Formulate and issue VFR clearances.

1) Instruct aircraft to fly runway heading.

2) Maintain VFR at or below 3,500.

3) Aircraft in the pattern shall be assigned a squawk code.

SECTION 2. AREA OF JURISDICTION

2-2-1. GROUND CONTROL

Control all ground traffic operating on the airport movement area, except the runway, unless coordinated crossing.

CHAPTER 3. LOCAL CONTROL (LC)

SECTION 1. POSITIONS DUTIES AND RESPONSIBILITIES

3-1-1. RESPONSIBILITIES

Local Control shall:

- a. Provide initial separation between departures, departures and arrivals and/or over flights in accordance with the FAA Order 7110.65.
- b. Provide separation and sequencing of traffic in the pattern.
- c. Issue pattern traffic a squawk code and track the aircraft so the data block is shown as a "T" symbol.
- d. Unless otherwise coordinated, issue runway heading and 3000' MSL to any unplanned missed approach or go-around and advise the appropriate sector
- e. Advise appropriate sector of missed approaches.
- f. Obtain prior approval from the appropriate radar controller for use of other than the active runway.
- g. Control all traffic on the runway movement area.

CHAPTER 4. APPROACH DEPARTURE RADAR

SECTION 1. POSITIONS DUTIES AND RESPONSIBILITIES

4-1-1. ARRIVAL AND DEPARTURE RADAR RESPONSIBILITIES

Approach /Departure shall:

- a. Provide air traffic services to aircraft operating within delegated airspace.
- b. Transfer arriving aircraft to LC prior to 5 flying miles from the runway and in order of

approach sequence.

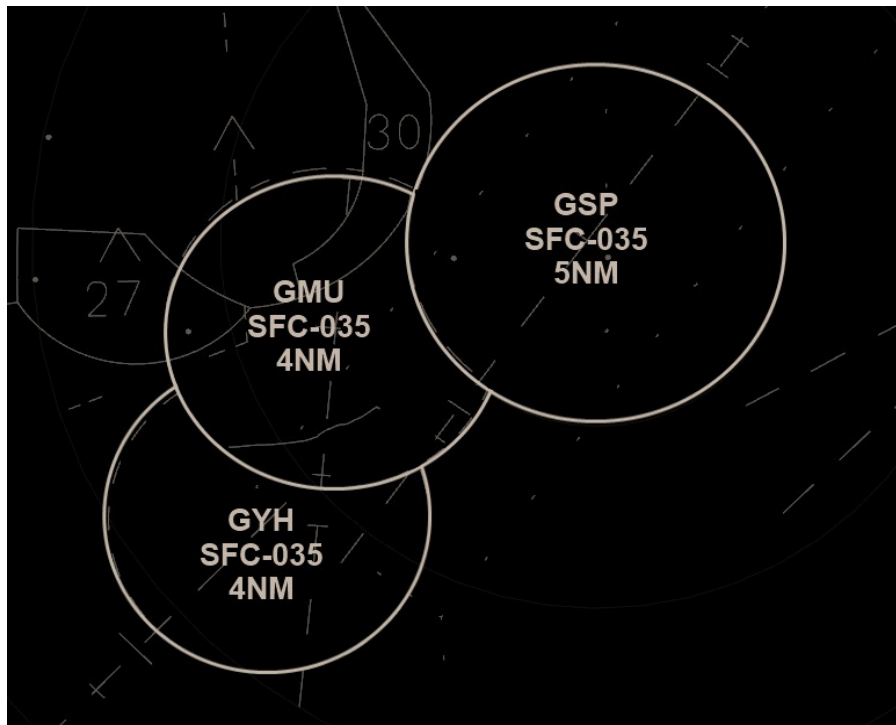
CHAPTER 5. INFORMAL NOISE ABATEMENT PROCEDURES

SECTION 1. GENERAL INFORMATION

5-1-1. Greenville-Spartanburg Airport

- a. Turbojet/large category pattern traffic should be instructed to maintain runway heading until reaching/leaving 2000 feet MSL
- b. Turbojet departures should not be turned prior to leaving 2500 feet MSL.

APPENDIX A. LOCAL CONTROL AIRSPACE



APPENDIX B. TRACON AIRSPACE



APPENDIX C. GSP/ZTL Letter Of Agreement.

a. Arrivals.

1) ARTCC shall clear arrivals operating at 11,000 feet or above to the destination airport to cross the Transfer Control Point (TCP) at 11,000 feet.

2) ARTCC shall clear arrivals operating at 10,000 feet and below to the destination airport to cross the TCP at an altitude appropriate for direction of flight.

3) GSP shall transition arrivals into terminal airspace prior to adjacent ARTCC sector boundary. If GSP ATCT is unable to descend arrival aircraft prior to adjacent ARTCC sector boundary, GSP ATCT is responsible for making the appropriate point out(s).

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. GSP/GMU/GYH Tower Letter Of Agreement.

a. Arrivals.

1) Greenville/Donaldson Tower shall:

- (a) Not assume control or interrupt the IFR final approach sequence.
- (b) Advise GSP of any unplanned IFR Missed Approaches / Go Arouns.

2) Greer Approach Control shall:

- (a) Ensure separation between successive IFR/SVFR arrivals.
- (b) Coordinate arrival information shall be accomplished prior to the aircraft reaching a point 10 miles from the airport.

(1) Notification shall consist of aircraft call sign, type of approach (if other than advertised on the ATIS), type landing/intentions, and specific climb-out instructions, if applicable.

(c) Transfer communications of all inbound aircraft to Greenville/Donaldson 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) Greenville/Donaldson Tower shall:

- (a) Request release for ALL IFR/SVFR/Class C (flight following) departures.
- (b) Assign 3,000' 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.

2) Greer Approach Control shall not assume control of departure until aircraft exit the GMU/GYH Class D airspace

APPENDIX D. Scratch Pad Procedures.

All aircraft inbound to GSP 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. |