

***ZTL ARTCC***

**Asheville Regional**

**Air Traffic Control Tower**

**Standard Operating Procedures**

**AVL 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.

<b>Callsign</b>	<b>Frequency</b>	<b>VOX Channel</b>
ATIS	120.200	KAVL_ATIS
Ground Control	121.900	AVL-GC
Local Control	121.100	AVL-LC
Approach / Departure	124.650	AVL-APP

**CHAPTER 2. GROUND CONTROL**

**SECTION 1. POSITION DUTIES AND RESPONSIBILITIES**

**2-1-1. RESPONSIBILITIES**

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

**2-1-2. PROCEDURES**

a. All IFR departures shall be instructed to fly runway heading and maintain 10,000 feet, or requested altitude if less than 10,000 feet. Inform the pilot to expect requested altitude ten minutes after departure.

**EXAMPLE: “(Call sign), AVL Ground, cleared to the Atlanta airport as filed. Fly runway heading. Maintain 1-0 thousand expect FL220 1-0 minutes after departure, departure frequency 124.85, squawk 3004.”**

b. All VFR departures shall initially be assigned runway heading and maintain VFR at or below 4,500 feet until advised, or requested altitude if less than 4,500 feet.

**EXAMPLE: “(Call sign), AVL Ground, fly runway heading, maintain V-F-R at or below 4,500 until advised, departure frequency 124.850, squawk 3340.”**

c. Restrict pattern traffic altitude to AT OR BELOW 3,600 FEET MSL for all aircraft types.

**EXAMPLE: “(Call sign), AVL Ground, maintain V-F-R at or below 3,600, squawk 3026.”**

**CHAPTER 3. LOCAL CONTROL**

**SECTION 1. POSITION DUTIES AND RESPONSIBILITIES**

**3-1-1. RESPONSIBILITIES**

The Local Control position is responsible for arrival and departure clearances for all aircraft operating

at the Asheville Airport. Local shall also ensure separation. Maintain separation standards in accordance with FAA Order 7110.65.

a. Arrivals.

LC shall monitor the separation established by Approach Control along the final approach course from the final approach fix to the end of the runway. If the established separation begins to decrease, inform the radar controller. Coordination with Approach Control is required prior to issuance of any maneuvering instructions to the arriving aircraft.

b. Traffic Pattern.

When there is traffic in the local pattern, the following shall apply:

1) Restrict pattern traffic altitude to AT OR BELOW 3,600 FEET MSL.

2) Separate pattern traffic from arrivals and sequence into the arrival flow without altering the approach sequence established by Approach Control.

3) Retain pattern traffic in the tower airspace (up to but not including the airspace boundaries). If unable to accomplish any of the above listed items, LC shall transfer control of the traffic to Approach Control for sequence and separation.

### **3-1-2. PROCEDURES**

a) Departure Procedures.

1) Assign runway heading to all departures except SVFR unless otherwise coordinated, and transfer communications when the aircraft is approximately ½ mile from the departure end of the runway.

b) Missed Approach.

In the event an aircraft executes a missed approach:

1) Notify TRACON immediately. Include aircraft type and call sign.

2) Instruct the pilot to contact departure control when the aircraft is approximately ½ mile from the departure end of the runway.

Note. These procedures do not apply to an aircraft on a practice approach that plans to fly the published missed approach or a low approach and return for another approach.

### **3-1-3. DELEGATED AIRSPACE**

Tower Airspace.

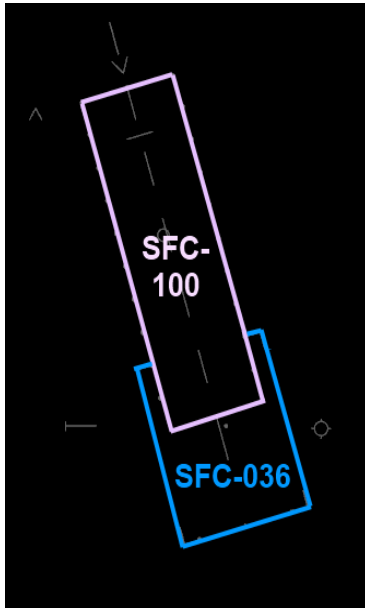
a. The tower airspace is defined as that airspace within ten miles of the departure end of the active

runway, and including one and one-half miles either side of the extended centerline, up to and including 10,000 feet MSL. It also includes that area extending laterally two miles either side of the runway centerline, two miles from both the approach and departure ends, and from the surface up to and including 3,600 feet MSL

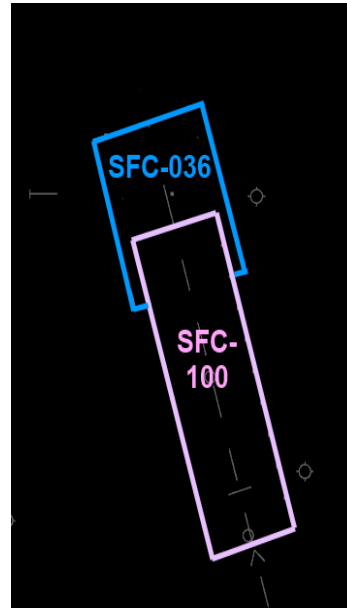
b. When necessary to accommodate separation, have Approach Control vector arrivals so as to enter tower airspace between the corners of the airspace on the arrival side of the airport.

c. Transfer of communications releases control of departures for turns inside of Tower airspace.

LC Airspace Runway 16



LC Airspace Runway 34



## CHAPTER 4. APPROACH / DEPARTURE

### SECTION 1. POSITION DUTIES AND RESPONSIBILITIES

#### 4-1-1. RESPONSIBILITIES

Approach/Departure shall:

- a) Ensure separation
- b) Initiate control instructions
- c) Provide radar approach control service for IFR / VFR / SVFR etc. aircraft within their airspace.
- d) Transfer communications of all inbound aircraft to Tower at least 5 NM out.

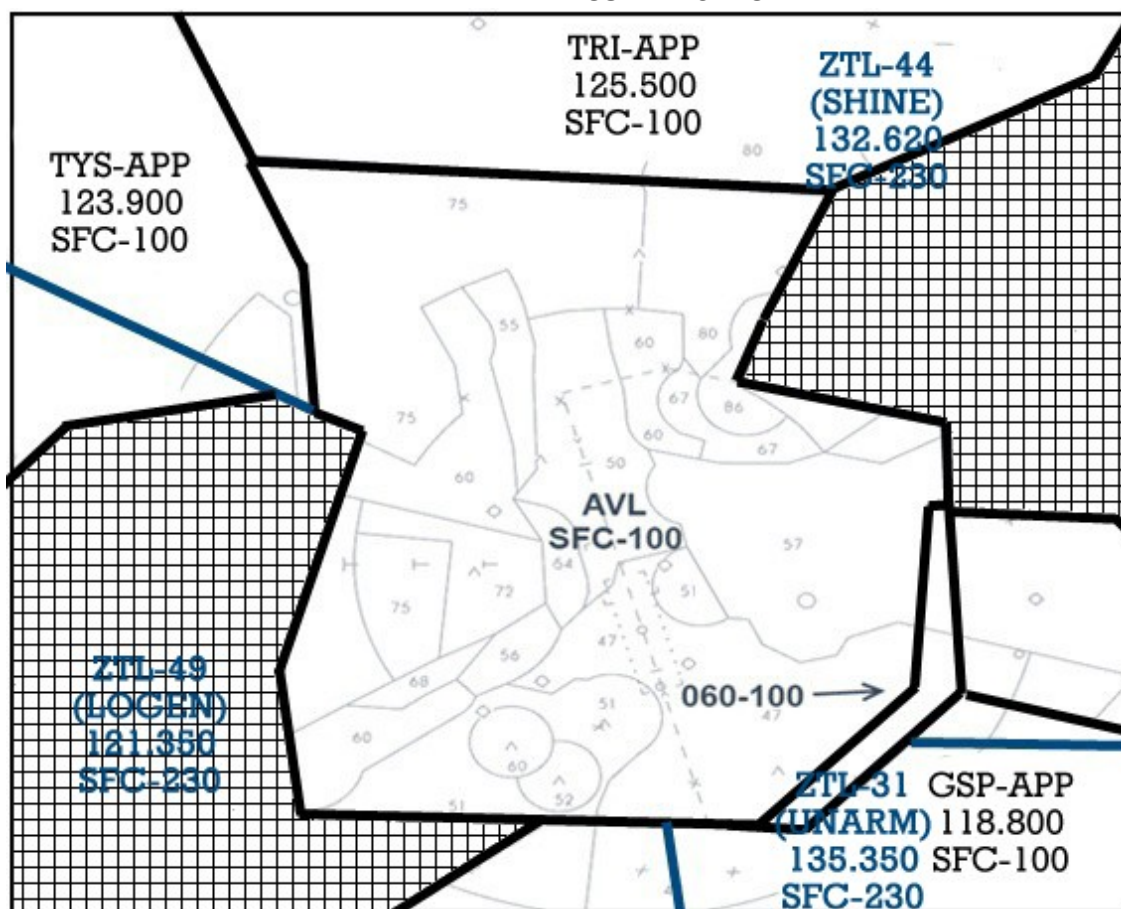
## 4-1-2. PROCEDURES

### a. Departure Procedures.

All Asheville departures will be assigned runway heading. Departures are required to maintain runway heading until leaving 3,700 feet MSL except for the following:

- 1) Runway 16 departures may be turned to a track of between 145° and 250° after leaving 3,500 feet.
- 2) Runway 16 departures may be turned to a track of between 160° and 200° after leaving 2,500 feet.
- 3) IFR requests to turn on course may be approved on a traffic permitting basis. By requesting a turn out, the pilot is assuming responsibility for terrain/obstruction clearance.
- 4) VFR departures may proceed on course, traffic permitting.
- 5) Transfer of communications releases control of departures for turns inside of Tower airspace.

### APPENDIX A. TRACON AIRSAPCE.



## APPENDIX B. AVL/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.

### 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 AVL 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
<b>TYPE OF APPROACH</b>	
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.