

**OPERATIONAL LETTER OF AGREEMENT
BETWEEN THE LE RAIZET RADAR APPROACH CONTROL
(RAPCO) AND THE V.C BIRD APPROACH CONTROL (APCON)**

SUMMARY

1. INTRODUCTION.....	26
1.1. EFFECTIVE DATE :.....	26
1.2. OBJECTIVES :.....	26
1.3. SCOPE:.....	26
2. CONTROL PROCEDURES	26
2.1. AIRSPACE.....	26
2.2. ROUTING OF AIR TRAFFIC :.....	26
2.3. ASSIGNMENT OF FLIGHT LEVELS :.....	27
2.4. TRANSFER OF RESPONSIBILITY OF AIR TRAFFIC SERVICES (T.C.P.)	27
2.5. TRANSFER OF COMMUNICATION.....	27
2.6. LONGITUDINAL SEPARATION	27
2.7. USE OF TRANSPONDER.....	27
3. COORDINATION PROC EDURES	27
3.1. GENERAL :.....	27
3.2. FLIGHTS pLANS	28
3.3. COORDINATION FOR IFR FLIGHTS :.....	28
3.4. COORDINATION FOR VFR FLIGHTS :.....	28
4. FAILURE / CONTINGENCY PROCEDURES :	29
4.1. GENERAL	29
4.2. RADIO-NAVIGATION / RADAR FAILURE	29
4.3. AFTN NETWORK FAILURE	29
4.4. POINT TO POINT FAILUR E:.....	29
4.5. AIR TO GROUND FAILURE AT V.C BIRD.....	30
4.6. AIR TO GROUND FAILURE AT LE RAIZET	30
4.7. FLOW -CONTROL	30
5. DEVIATION.....	30
6. REVISIONS	30
7. APPENDIX A : FREQUENCIES	32
8. APPENDIX B : TELEPHONE / FAX NUMBERS	33
9. SUPPLEMENTARY LETTER OF AGREEMENT BET WEEN THE LE RAIZET RADAR APPROACH CONTROL (RAPCO) AND THE V.C BIRD APPROACH CONTROL (APCON)	34
9.1. SUBJECT : MANAGEMENT OF ATS ROUTE R888 BETWEEN MODUX AND GORET	34

1. INTRODUCTION

1.1. Effective Date :

1.2. Objectives :

1.2.1. The objective of this Letter of Agreement is to establish operating procedures for the management of air traffic between V.C.BIRD APCON and Le Raizet RAPCO

1.2.2. This Letter of Agreement cancels and replaces all previous Letters of Agreement between the ATS Units of Antigua and Guadeloupe

1.3. Scope :

1.3.1. The procedures contained in this operational letter of agreement supplement or detail when so required, the procedures prescribed by ICAO in the pertinent documents and shall be applied to all air traffic that cross the common boundary of the V.C BIRD and the Le Raizet TMAs.

2. CONTROL PROCEDURES

2.1. Airspace

2.1.1. Le Raizet RAPCO shall be responsible for the provision of Air Traffic services to all aircraft within the Le Raizet airspace defined by the lateral limits of the POINTE A PITRE TMA from SFC to FL 245.

2.1.2. V.C BIRD APCON shall be responsible for the provision of Air Traffic services to all aircraft within the VC BIRD airspace defined by the lateral limits of the VC BIRD TMA from SFC to FL 245.

2.2. Routing of Air Traffic :

2.2.1. Except prior coordination, the air traffic between the Le Raizet TMA and the V.C. BIRD TMA shall be routed along the ATS Routes defined in the Record of ATS Routes and associated Radio Navigation Aids - Caribbean Region and in the AIP CAR/NAM.

2.2.2. Each ATC unit shall ensure that all IFR aircraft are established on routes assigned by the other prior to the aircraft leaving the transmitting ATC unit. Where not practicable, prior approval must be obtained from the receiving ATC unit.

2.2.3. The receiving unit shall not vary the clearance of traffic entering its area of responsibility until the traffic is inside, unless with prior co-ordination.

2.3. Assignment of Flight Levels:

2.3.1. Except for prior coordination, VC BIRD APCON and Le Raizet RAPCO shall assign flight levels corresponding to the magnetic tracks shown in the table of cruising levels in Appendix "C" of Annex 2.

2.4. Transfer of Responsibility of Air Traffic Services (T.C.P.)

2.4.1. The Transfer of control points (T.C.P). for aircraft operating between the Le Raizet TCA and the V.C BIRD TCA shall be the common boundary for flight off ATS Routes (Random tracks) or the following points :

GORET BIMBO KASKI MEDUS

2.5. Transfer of communication

2.5.1. The transfer of air-ground communications of an aircraft from the transferring ATS Unit to the receiving ATS Unit shall be made prior to entering the airspace of the receiving ATS Unit, except where, with the concurrence of both ATS, the requirement for separation determines otherwise.

2.5.2. The receiving unit shall not notify the transferring unit that it has established air/ground communications with the transferred aircraft unless specifically requested to do so.

2.5.3. Frequencies indicated in appendix A to this letter of agreement shall be used for transfer of communication

2.6. Longitudinal separation

2.6.1. The minimum longitudinal separation to be used between aircraft flying at the same altitude/flight level and on the same route or track shall be of **10 minutes**

2.7. Use of transponder

2.7.1. ATS Units shall instruct all aircraft to squawk the SSR code according to the ORCAM method.

2.7.2. The receiving unit shall instruct all transponder equipped aircraft to squawk the discrete beacon code assigned by the other one.

3. COORDINATION PROCEDURES

3.1. General :

3.1.1. Coordination between the V.C BIRD APCON and the Le Raizet RAPCO shall be effected in accordance with the standards, recommended practices, and procedures prescribed by ICAO.

3.1.2. The V.C BIRD/Le Raizet dedicated speech circuit and IACL speech network shall be used as the primary means of coordination for all active air traffic.

3.1.3. Positions serving as coordination points are the same as TCP's contained in paragraph 2.4.

3.1.4. Information to be forwarded by one unit to the other

- (a) Aircraft Identification;
- (b) Type of Aircraft;
- (c) Point of Departure; .
- (d) Destination;
- (e) Route of Flight;
- (f) Boundary estimate, ETD or ETA as appropriate;
- (g) Flight Level/altitude.
- (h) SSR code

3.2. Flights Plans

3.2.1. The submission and dissemination of flight Plans, including Repetitive Flight Plans shall be in accordance with PANS RAC DOC 4444 as amended.

3.3. Coordination for IFR Flights :

3.3.1. Departure and arrival messages shall not be required for flights originating and terminating at airports located within the Pointe à Pitre TCA and the VC BIRD TCA boundaries.

3.3.2. All coordination involving active IFR air traffic shall be forwarded at least ten (10) minutes prior to the aircraft's estimate for the position serving as the coordination point for the route involved.

3.3.3. Clearance for all departing IFR Flights must be given by the receiving TCA prior to the aircraft departure.

3.4. Coordination for VFR Flights :

3.4.1. The exchange for coordination shall use the direct speech circuit.

3.4.2. The exchange for information shall use the AFTN (departure, delay and arrival messages). In the event of an AFTN failure, information could be passed via the direct speech circuit.

3.4.3. In any case VC BIRD APCON and THE RAIZET RAPCO will make sure that a VFR flight plan has been filed.

3.4.4. Departure messages shall be passed via AFTN.

3.4.5. Each unit shall inform the other when VFR operations are suspended at their respective airfield(s)

4. FAILURE / CONTINGENCY PROCEDURES :

4.1. General

4.1.1. In all contingency situations the following actions, shall be taken :

- An assessment of the outage (actual or anticipated),
- An assessment of the traffic (present and anticipated),
- An assessment of what is available.

4.1.2. Any alternate or supplementary method to what is describe hereafter requires acknowledgement from the receiving ATS unit

4.2. Radio-navigation / radar failure

4.2.1. Each unit shall advise the other of any malfunction of radio navigation facilities / radar failure in its area of responsibility.

4.3. AFTN network failure

4.3.1. In the event that the relevant ATS Units are unable to forward flight plan information via AFTN or approved Repetitive Flight Plan listing within sufficient time to permit preparation and analysis, all such reasonable efforts shall be made to copy same on any appropriate communication facility as listed in appendix B

4.4. Point to point failure:

4.4.1. In the event of failure of both the VC BIRD/Le Raizet dedicated speech circuit and IACL/ speech network, co-ordination of all active IFR air traffic shall be effected as follows :

- By relaying through any other ATS station on the speech circuit. If unable,
- Via commercial telephone: See Appendix B, telephone numbers. If unable,
- **Self transfer :** IFR aircraft shall only be cleared to a point completely within the lateral/vertical limits and level of the transmitting unit at an appropriate flight level for direction of flight, and instructed to contact the receiving ATS Unit and obtain clearance prior to entering the adjacent airspace. The receiving ATS Unit shall clear the aircraft into its area and shall not authorize flight level changes until the aircraft is beyond the common boundary, unless the aircraft advises that the transferring ATS Unit has no control restrictions regarding descent/climb. Furthermore, the receiving ATS Unit shall instruct the aircraft to advise the transferring ATS Unit when crossing the common boundary.

Note: Self-Transfer will be the preferred alternate initial means of notification if the aircraft is airborne.

4.5. Air to Ground failure at V.C BIRD

4.5.1. In the event of failure of the air/ground frequencies or the VC BIRD APCON unit being rendered inoperable, VC BIRD shall :

- Advise all the adjacent ATS units including PIARCO ACC of the situation by any appropriate means
- Reclassify VC BIRD TMA as class G airspace
- Issue a NOTAM by any available means

4.5.2. In the event of a programmed shutdown of the V.C. BIRD APCON, (e.g. maintenance, approaching tropical storm/hurricane) V.C. BIRD APCON shall, in addition to 4.5.1,

- coordinate the release program with LE RAIZET RAPCO in a timely manner, and agree on a time prior to the intended transfer at which final transfer of control arrangements will be made.

(N.B.: V.C. BIRD Airport / ATSU closes by 6 (six) hours prior to the forecast onset of tropical storm force winds).

4.5.3. Release of V.C. BIRD TMA

In the occurrences described in 4.5.1. and 4.5.2 the V.C. BIRD TMA, downgraded to class « G », shall be released to LE RAIZET RAPCO. The CTR shall continue as class « E » airspace and shall be controlled by VC BIRD with a portable VHF equipment.

4.6. Air to Ground failure at LE RAIZET

4.6.1. In the event of failure of the air/ground frequencies, or the Le Raizet ATS unit being rendered inoperable, LE RAIZET shall :

- Advise the adjacent ATS units including PIARCO ACC of the situation via any appropriate means
- Release the LE RAIZET TMA to FORT DE FRANCE RAPCO, as in 4.2.2 below.
- Issue a NOTAM by any available means

4.6.2. Release of POINTE A PITRE TMA

In the occurrence described in 4.6.1, the POINTE A PITRE TMA downgraded to class « G » shall be released to FORT DE FRANCE RAPCO. The CTR shall continue as class « D » airspace and shall be controlled by LE RAIZET with a portable VHF equipment.

4.7.Flow-control

In the event of reduced capacity at each unit, prior permission request (PPR) procedure or flow control measures, shall be applied.

5. DEVIATION

Deviation from procedures established in this Letter of Agreement shall be effected only after prior coordination is accomplished which completely defined responsibilities in each case.

6. REVISIONS

- A31 -

6.1.1. This agreement shall be subject to revision whenever a modification of standards, recommended methods or supplementary regional procedures of ICAO occur which might affect the procedures contained in this agreement, or when new communications, facilities, or new air traffic services which might affect these procedures are commissioned.

6.1.2. In the case of changes in ICAO regulations, the ATS unit concerned shall initiate the modification procedure.

6.1.3. For any other matter which might make it advisable to change this agreement, the interested facility shall propose the pertinent revision.

6.1.4. The dissemination of this agreement and of its subsequent modification shall be made in full to all interested parties at least twenty-eight (28) days before the effective date.

For VC BIRD APCON	For LE RAIZET RAPCO
Dated	Dated

7. Appendix A : FREQUENCIES

Raizet APP	⇒	121,300 MHz	
	⇒	129,800 MHz	
	⇒	119,050 MHz	(secondary)

Fort De France APP	⇒	121,000 MHz	
	⇒	129,050 MHz	(secondary)

VC Bird APP	⇒	119,100 MHz	
-------------	---	-------------	--

PIARCO	⇒	123,700 MHz (primary)	
	⇒	125,400 MHz (south sector)	

8. Appendix B : TELEPHONE / FAX NUMBERS

Pointe à Pitre TWR	Tel.	⇒	(590) 590 89 05 26
	Tel.	⇒	(590) 590 48 21 14
Pointe à Pitre AIS	Tel.	⇒	(590) 590 48 21 43
Pointe à Pitre AIS	Fax	⇒	(590) 590 48 21 40

VC BIRD TWR	Tel/Fax	1 (268) 462 4703
VC BIRD AIS	Tel	1 268 462 4675
VC BIRD AIS	Fax	1 268 562 3040
VC BIRD Coor	Tel	1 268 480 4422

Piarco ACC	Tel.	⇒	1 868 669 4852
	Fax	⇒	1 868 669 4259
Piarco AIS	Tel.	⇒	1 868 669 4128
	Fax	⇒	1 868 669 1716

Fort De France TWR	Tel.	⇒	(596) 596 42 26 00
	Tel.	⇒	(596) 596 42 26 05
Fort De France AIS	Tel.	⇒	(596) 596 42 25 24
Fort De France AIS	Fax	⇒	(596) 596 51 10 63

	IACL NUMBERS	
PIARCO	5001 (north)	5011 (south)
LE RAIZET	7201 (COOR)	7203 (APP)
FORT DE FRANCE	6401 (ASS)	6403 (APP)
VC BIRD	7409	

EMERGENCY DIRECTORY

Service	Number
Chief of Civil aviation division Piarco	1 868 625 4011/4003
Le Raizet airfield director	(590) 590 93 98 01
Fort de France airfield director	(596) 596 42 24 87
INMARSAT Le Raizet	(00).870.76.212.35.76
INMARSAT Fort De France	(00).870.76.212.35.72
VC Bird Chief ATC	1 268 4620642

9. SUPPLEMENTARY LETTER OF AGREEMENT BETWEEN THE LE RAIZET RADAR APPROACH CONTROL (RAPCO) AND THE V.C BIRD APPROACH CONTROL (APCON)

9.1. Subject : Management of ATS route R888 between MODUX and GORET

9.1.1. Effective date :.

9.1.2. In order to reduce coordination process, delegation for the management responsibility of the portion of the R888 comprise between MODUX and GORET is given to Le Raizet RAPCO.

9.1.3. Le Raizet RAPCO shall provides the ATC services in the airspace defined below :

Lateral limits

Broken line joining 17°08'30"N 063°00'00"W, 16°35'50"N 062°03'40" W, 16°30'00"N 062°23'30"W, 16°46'00"N 063°00'00"W, to origin.

Vertical limits

FL 070 (usable) to FL 245

For VC BIRD APCON	For LE RAIZET RAPCO
Dated	Dated