

**LETTER OF AGREEMENT BETWEEN
THE PIARCO AREA CONTROL CENTRE (ACC) AND
LE RAIZET RADAR APPROACH CONTROL (RAPCO)**

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1. INTRODUCTION

1.1. Effective Date:

1.2. Objective:

1.2.1. The objective of this Letter of Agreement is to establish operating procedures for the management of air traffic between Piarco ACC and Le Raizet RAPCO.

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

1.3.Scope

1.3.1. The procedures contained in this Letter of Agreement supplement or detail, when so required, the procedures prescribed in ICAO documents and shall be applied to all air traffic that cross the common boundary of the Piarco CTA/FIR and the Le Raizet airspace.

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 and the portion of the V.C.BIRD TMA defined in Appendix "A" attached hereto.

2.1.2. PIARCO Control Center shall be responsible for the provision of Air Traffic Services to all aircraft within the airspace of PIARCO CTA/FIR or UTA/UIR.

2.2. Routing of IFR Air Traffic

2.2.1. Except for prior coordination effected individually for each flight off ATS Routes, the IFR air traffic between the Piarco CTA/FIR and the Le Raizet airspace shall be routed along 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, Piarco ACC 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

2.4.1. Except for prior coordination, the transfer of responsibility for aircraft operating between the Piarco UTA/CTA/FIR and the Le Raizet airspace shall be lateral/vertical limits of the Le Raizet airspace.

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. When requested, the receiving ATS Unit shall notify the transferring ATS Unit that the traffic is in communication with the receiving ATS Unit and has crossed the common (lateral/vertical) boundary.

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

2.6. Rule of separation for IFR traffic

2.6.1. Rules of separation shall be applied according to Procedures for Air Navigation Services, Rules of the Air and Air Traffic Services, ICAO Doc. 4444 and Regional Supplementary Procedures, Doc. 7030.

3. COORDINATION PROCEDURES

3.1. General:

3.1.1. Coordination between the Piarco ACC and Le Raizet RAPCO shall be effected in accordance with standards, recommended practices, and procedures prescribed by ICAO.

3.1.2. The ATS direct speech circuits shall be used as the primary means of coordination for all air traffic.

3.1.3. 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. Co-ordination for IFR flights

3.2.1. All coordination/approval shall be effected with the appropriate ATS Unit at least fifteen (15) minutes, but not more than thirty (60) minutes prior to the aircraft's estimate as described in 3.1.3.(f).

3.2.2. In the case of traffic, which will depart from locations where the flying time for the particular aircraft will be less than fifteen (15) minutes from the lateral/vertical limits of the Le Raizet airspace, prior coordination must be effected between the respective units.

3.2.3. **Oceanic clearances** : Flights departing from Guadeloupe and entering the New York Oceanic Control Area (NY-OCA) must be issued Oceanic Clearance by PIARCO ACC. Because of the short flying time from Guadeloupe to the PIARCO New York CTA/FIR boundary (18°N), Le Raizet RAPCO shall contact the PIARCO ACC at least twenty (20) minutes prior to the E.T.D. of concerned flights in order to co-ordinate the issue of the Oceanic Clearance

3.2.4. **Departures:** Le Raizet RAPCO shall forward effective departure times for flights above FL 245, and departure times and boundary estimates for flights below FL 245, which will enter the Piarco UT/CTA/FIR.

3.2.5. **Arrivals:** When requested, Le Raizet RAPCO shall inform Piarco ACC of the times at which arriving aircraft have vacated FL245.

3.2.6. ***Over-flights:*** Le Raizet RAPCO shall coordinate with Piarco ACC when over flying aircraft will exit the Le Raizet airspace to enter the Piarco CTA/FIR

3.3. Co-ordination for VFR flights

3.3.1. Departure messages shall be passed via AFTN.

3.3.2. There shall be an interchange of pertinent information relating to VFR flights at least 10 minutes before crossing the common boundary of the Le Raizet airspace and the Piarco CTA/FIR

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

3.4. Flight Plans:

3.4.1. Submission and dissemination of Flight Plans, including Repetitive Flight Plans shall be in accordance with PANS RAC DOC 4444 as amended.

3.5. Transponder use:

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

3.5.2. Piarco ACC and Le Raizet RAPCO shall instruct all transponder equipped aircraft to squawk the SSR code assigned by the respective ATS Units.

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. V.C.BIRD APP will be the distribution point of Le Raizet RAPCO for information concerning a PIARCO ACC communications outage

4.1.3. 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 C

4.4. Point to point failure:

4.4.1. In the event of the failure of the ATS direct circuits, all means of alternate communications shall be exhausted for the coordination of all IFR air traffic (e.g. Commercial Telephone; self transfer; relay through another ATS facility; appropriate HF for aircraft on the ground Le Raizet Airport; AFTN - provided aircraft are held within the lateral/vertical limits of the transferring ATS Unit until an acceptance message is received).

4.4.2. All alternate methods of communications require acknowledgement from the receiving ATS Unit.

4.4.3. *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:

4.5.1. In the event that Piarco ACC or Le Raizet RAPCO experiences air to ground failure, the relevant E/CAR Contingency Procedures shall be applied. See Appendix `D`

5. ALERTING SERVICE

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1. In all cases except when aircraft are operating within the Le Raizet airspace, alerting coordination shall be the responsibility of Piarco CTA/FIR.
2. Both Units shall provide each other with whatever information is available and provide assistance in order to comply with 5.1.

6. 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.

7. REVISIONS

7.1.1. This Agreement shall be subject to revision whenever a modification of standards, recommended methods or supplementary regional procedures of ICAO occurs which might affect the procedures contained in this Agreement, or when new communication facilities or new Air Traffic Services, which might affect these procedures are commissioned.

7.1.2. In the case of changes in ICAO regulations, either party may initiate the amendment of this Agreement, and in the case of new installations or modification of existing installations, the ATS Unit concerned shall initiate the modification procedure.

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

For Guadeloupe, FWI.

For Trinidad and Tobago

Manager Air Traffic Operations
Dated

Chief Air Traffic Control Services
Dated

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8. APPENDIX "A" VC Bird TMA delegation

AIRSPACE DELEGATED TO LE RAIZET RAPCO

LATERAL LIMITS	UPPER LIMIT	UNIT PROVIDING SERVICE
	LOWER LIMIT	
PORTION OF V.C.BIRD TCA including segment of R888 between MODUX and GORET defined by the following coordinates : 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	<u>FL 245</u> FL 70	Pointe-a-Pitre RAPCO

9. APPENDIX "B" : 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
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Adams radar	⇒	129,350 MHz
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PIARCO	⇒	123,700 MHz (primary)
	⇒	125,400 MHz (south sector)

ST LUCIA	⇒	119,800 MHz
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10. APPENDIX "C" : Telephone / Fax numbers

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

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 BDP	Tel.	⇒	(596) 596 42 25 24
Fort De France BDP	Fax	⇒	(596) 596 51 10 63

VC BIRD TWR	Tel/Fax	1 268 4624703
VC BIRD AIS	Tel	1 268 4624675
VC BIRD AIS	Fax	1 268 5623040
VC BIRD Coor	Tel	1 268 4804422

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

11. APPENDIX "D" :CONTINGENCY PROCEDURES

11.1. Preamble

11.1.1. In the event of reduced capacity at any unit, Prior Permission Request (PPR) procedure or Flow control measures may be applied.

11.2. Failure at PIARCO ACC

11.2.1. In the event of complete radio failure of the PIARCO ACC:

Fort de France RAPCO shall be responsible of provision of air traffic services in the portion of the PIARCO UTA/CTA, downgraded in G, which overlies the Fort de France and Pointe a Pitre TMA's FL 245 to unlimited plus the airspace defined by the following coordinates :

- a) 1545N06300W to 1454N06157W to 1334N06130W to 1215N06315W to 1500N06500W to 1500N06315W to 1520N06300W to point of origin.
- b) 1725N 06046W – 1800N 06016W – 1800N 05700W – 145230N 05948W to point of origin from surface to unlimited.

- Arriving European Traffic destined to Airports within Le Raizet airspace shall be routed as follows :

<u>Destination</u>		<u>Routing</u>
Le Raizet	via	18N060W DCT PPR

- Departing European bound Traffic from Airports within Le Raizet airspace shall be routed as follows:

<u>Departure Point</u>		<u>Routing</u>
Le Raizet	via	PPR DCT 18N060W Atlantic Route

11.2.2. V.C. BIRD APCON shall be responsible of provision of air traffic services in the portion of the PIARCO UTA/CTA, downgraded in G, which overlies the V.C. Bird TCA FL 245 to unlimited plus the airspace defined by the following coordinates:

1800N06100W – 1800N06016W - 1725N06046W to point of origin from surface to unlimited.

11.3. Failure at LE RAISET RAPCO

11.3.1. In the event of complete radio failure of LE RAISET RAPCO :
Le Raizet RAPCO shall :

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- a) Advise the adjacent ATS units including PIARCO ACC of the situation via any appropriate means
- b) Release the LE RAIZET airspace downgraded to class “G” to FORT DE FRANCE RAPCO. The CTR should continue as class « D » airspace and should be controlled by LE RAIZET with a relatively low-powered portable WHF equipment.
- c) Issue a NOTAM by any available means