

Appendix B

Sample Letter of Agreement Between States and ATS facilities

Letter of agreement between the Area Control Centre of
Maiquetia, Venezuela and the San Juan CERAP

Subject: Procedures relating to the co-ordination and routing of IFR air traffic between the ACC of Maiquetia and the San Juan CERAP

1. INTRODUCTION

1.1 *Effective date:* 22 January 1981

1.2 *Objective:* To establish procedures for the co-ordination and routing of IFR air traffic between the CTA/FIR of Maiquetia and San Juan.

1.3 *Scope:* The procedures contained in this operational letter of agreement that supplement or detail, when so required, the procedures prescribed by ICAO in the pertinent documents, shall be applied to all IFR aircraft that cross the common boundary of the CTA/FIRs of Maiquetia and San Juan.

2. CONTROL PROCEDURES

2.1 *Routing of air traffic:* Except for prior co-ordination effected individually for each flight off airways, the air traffic between the CTA/FIRs of Maiquetia and San Juan shall be routed along ATS routes outlined in the respective AIPs.

2.2 Separation

2.2.1 *Vertical:* The San Juan CERAP shall assign flight levels of the second semicircle to all aircraft which enter the Maiquetia CTA/FIR on ATS route UA21/A21 and UB16/B16, and will assign flight levels of the first semicircle on ATS route UG9.

2.2.1.1 The Maiquetia ACC shall assign flight levels of the first semicircle to all aircraft which enter the San Juan CTA/FIR on ATS route UA21/A21 and UB16/B16 and flight levels of the second semicircle on ATS route UG9.

2.2.2 *Longitudinal:* During the transfer of control the minimum longitudinal separation to be used between aircraft flying at the same altitude on the same ATS route shall be fifteen (15) minutes at or above flight level 200; twenty (20) minutes separation shall be used for aircraft operating at or below flight level 190.

2.2.3 *Transfer of control points (TCP):*

ATS route UA21/A21	ARMUR (CTA/FIR boundary)
ATS route UG9	KIKER (CTA/FIR boundary)
ATS route UB16/B16	MILOK (CTA/FIR boundary)

3. CO-ORDINATION PROCEDURES

3.1 General

3.1.1 The co-ordination between the ACC of Maiquetia and the San Juan CERAP shall be effected in accordance with the Standards, Recommended Practices, and procedures prescribed by ICAO.

3.1.2 The Maiquetia/San Juan direct speech circuit shall be used as the primary means of co-ordination for all active IFR air traffic.

3.1.3 The simultaneous mode will continue to be used for the forwarding of filed flight plans (FPLs).

3.1.4 Departure and arrival messages shall not be required for flight originating and terminating at airports located within the Maiquetia and San Juan CTA/FIR boundaries.

3.1.5 All co-ordination involving active IFR air traffic shall be forwarded to the appropriate ACC at least twenty (20) minutes prior to the aircraft's estimate for the position serving as the co-ordination point for the ATS route involved.

3.1.6 *Positions serving as co-ordination points:*

ATS route	Point
UA21/A21	ARMUR (CTA/FIR boundary)
UG9	KIKER (CTA/FIR boundary)
UB16/B16	MILOK (CTA/FIR boundary)

3.1.7 In the event the above procedures cannot be carried out because of failure of the Maiquetia/San Juan direct speech circuit, co-ordination of all active IFR air traffic shall be effected as follows:

- a) via the direct speech circuits Maiquetia-Curacao, San Juan-Curacao;
- b) via the direct speech circuits Maiquetia-Piarco, Piarco-San Juan; or
- c) via San Juan Radio (ARTNC) or, if not feasible;
- d) via AFTN.

3.1.8 In the event of failure of the Curacao/Maiquetia or San Juan-Curacao direct speech circuits, the ACC of Maiquetia and the San Juan CERAP agree to act as relay for the affected ACC.

3.2 Communications

3.2.1 The transfer of the air-ground communications of an aircraft from the transferring ACC to the receiving ACC shall be made at least five minutes prior to entering the airspace of the receiving ACC.

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

3.2.3 San Juan ACC shall transfer aircraft communications to the Maiquetia ACC on frequency 125.2 MHz.

3.2.4 Maiquetia ACC shall transfer aircraft communications to the San Juan ACC on frequency 134.3 MHz.

4. REVISIONS

4.1 This agreement shall be subject to revision whenever a modification of Standards, recommended methods of supplementary regional procedures of ICAO occurs 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. In the case of changes in ICAO regulations, the San Juan CERAP or the Maiquetia ACC shall initiate the amendment of this agreement and in the cases of new installations or modification of existing installations, the facility concerned shall initiate the modification procedure. For any other matter which might make it advisable to change this agreement, the interested facility shall propose the pertinent revision.

5. DISSEMINATION

5.1 The dissemination of the agreement and of its subsequent modification shall be made in full by a pertinent AIC fifty-six days before the effective date, and furthermore, the facilities shall include in their respective AIPs, Section RAC, those parts of interest to air operations.

5.2 This letter of agreement cancels the letter of agreement between the Maiquetia ACC and the San Juan ACC dated 3 July 1978.

Signed in Caracas, Venezuela on 25 September 1980.

Chief, NAVIATS Standard and Procedures Department, Venezuela

In Representation of the San Juan — ACC
Chief, San Juan CERAP

In Representation of the Maiquetia — ACC
Chief, Maiquetia — ACC
