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LETTER OF AGREEMENT BETWEEN PIARCO AREA CONTROL CENTRE AND GEORGETOWN AREA CONTROL CENTRE.

This AIC replaces AIC A11/16.

SUBJECT: Procedures relating to the coordination of air traffic between Piarco ACC and Georgetown ACC.

1. INTRODUCTION

1.1 Effective Date:

1.1.1 17 08 2017

1.2 Objective:

1.2.1 The objective of this Letter of Agreement is to establish operating procedures for the Coordination of air traffic between Piarco CTA/UTA/FIR and Georgetown CTA/UTA FIR.

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 Piarco and Georgetown FIRs.

2. CONTROL PROCEDURES

2.1 Routing of IFR Air Traffic:

2.1.1 Except for prior coordination effected individually for each flight off ATS routes, the IFR Air Traffic between the Piarco Flight Information and the Georgetown Flight Information Region shall be routed along ATS Routes defined in the respective Aeronautical Information Publications.

2.1.2 The Piarco ACC and Georgetown ACC shall ensure that all IFR aircraft are established on Routes approved by the respective receiving/accepting ATS Unit prior to the aircraft

entering the respective airspaces. Where not practicable, prior approval must be obtained from the respective receiving/accepting ATS Unit.

3. ASSIGNMENT OF FLIGHT LEVELS

3.1 Allocation of non-RVSM Flight Levels

3.1.1 Except for prior coordination, Piarco ACC and Georgetown ACC shall assign flight Levels corresponding to the magnetic tracks for aircraft operating at FL280 and below and FL430 and above as shown in the table of cruising levels in Appendix 3 of ICAO Annex 2.

3.1.2 In the case of ATS routes A632/UA632, Piarco ACC and Georgetown ACC shall assign Flight Levels for magnetic tracks 000° - 179° to southbound traffic, and Flight Levels for magnetic tracks 180° - 359° to northbound traffic.

3.2 Allocation of RVSM Flight Levels

| REPORTING POINT | TRACK 000°-179° (SOUTHBOUND) | TRACK 180°-359° (NORTHBOUND) |
|-----------------|------------------------------|------------------------------|
| MINDA | Odd Levels | Even Levels |
| EGEMA | Odd Levels | Even Levels |
| KORTO | Odd Levels | Even Levels |
| DALGA | Odd Levels | Even Levels |
| LUTCH | Odd Levels | Even Levels |

4. SEPARATION

4.1 Longitudinal

4.1.1 The minimum longitudinal separation applicable between flights that are to be transferred at the same cruising level on the same ATS routes or convergent trajectories, shall not to be less than that specified in each case of Appendix 1 to this Letter of Agreement.

4.2 Vertical.

4.2.1 Vertical separation shall be applied as follows:

| AIRCRAFT STATUS | VERTICAL SEPARATION | | |
|-------------------|---------------------|---------------|-----------------|
| | FL290 AND BELOW | FL290 – FL410 | FL410 AND ABOVE |
| RVSM APPROVED | 1000 FEET | 1000 FEET | 2000 FEET |
| NON-RVSM APPROVED | | 2000 FEET* | |

5 Transfer of Responsibility for Air Traffic Services:

- 5.1** Except for prior coordination, the transfer of responsibility for aircraft operating between the Piarco FIR and Georgetown FIR shall be the common boundary or ATS route transfer of control point, according to Appendix 1- reference table for the transfer of responsibility.
- 5.2** That portion of ATS routes A324/UA324 and UL452 which traverses the Maiquetia FIR shall be under the jurisdiction of the Piarco ACC for the purpose of air traffic control services.

6 COORDINATION PROCEDURES

6.1 General:

- 6.1.1** Coordination between the Piarco ACC and Georgetown ACC shall be effected in accordance with standards, recommended practices, and procedures prescribed by ICAO.
- 6.1.2** The primary means of coordination for all active air traffic between the Piarco FIR and Georgetown FIR shall be the direct speech circuit.
- 6.1.3** All coordination/approval involving active air traffic shall be effected with the appropriate ATS Unit at least fifteen (15) minutes, but not more than sixty (60) minutes prior to the aircraft estimate as described in 7.1 (f).
- 6.1.4** 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 common FIR boundary, prior coordination must be effected between the respective units.
- 6.1.5** The transferring ACC shall not make changes to an aircraft's route, speed or level when the aircraft is within five (5) minutes flying time from the common boundary except by concurrence with the receiving ACC.
- 6.1.6** In cases where urgent action is required, emergency vertical separation of five hundred (500) feet shall be applied until coordination is achieved.
- 6.1.7** Revisions of three (3) minutes or greater to estimates at the Piarco/Georgetown FIR boundary or transfer of control point shall be coordinated by the transferring ACC.

- 6.1.8 Departure and arrival messages shall not be required for flights originating and terminating at airports located within the Piarco and Georgetown FIR boundaries.
- 6.1.9 All alternative means of coordination require acknowledgement from the receiving ACC.
- 6.1.10 Coordination shall be effected on all traffic that will operate less than one half the applicable lateral separation from the respective airspace boundary.
- 6.1.11 Georgetown ACC shall instruct all transponder equipped aircraft to squawk the SSR code assigned by the Piarco ACC.
- 6.1.12 Piarco ACC shall inform Georgetown ACC of the SSR code for all aircraft entering Georgetown FIR at position MINDA

6.2 Information to be forwarded on air traffic by the respective ACCs

- 6.2.1 Piarco ACC and Georgetown ACC shall forward the following information, in the prescribed order:
- (a) Aircraft Identification;
 - (b) Type of Aircraft;
 - (c) Point of Departure;
 - (d) Destination Aerodrome;
 - (e) Route of Flight;
 - (f) Boundary estimate;
 - (g) Flight Level;
 - (h) Assigned Mach number or TAS where applicable; and
 - (i) SSR Code, where applicable.

Note: Where it is confirmed that both Units are in possession of the applicable flight plan (FPL), then the information contained in 6.2.1(b)-(e) are understood.

6.3 Flight Plans

- 6.3.1 Submission and dissemination of Flight Plans shall be in accordance with ICAO PANS/ATM, DOC 4444 as amended.
- 6.3.2 In the event that the relevant ATS Units and/or appropriate airline operators flight planning agencies are unable to forward Flight Plan information via the Automatic Fixed Telecommunications Network (AFTN) within sufficient time to permit preparation and analysis, all such reasonable efforts shall be made to copy same on any appropriate communication facility, e.g.

| | | |
|------------------------|-----------|---|
| (a) <i>Piarco:</i> | Facsimile | 868-669-4259 or 1716 |
| | Telephone | 868-669-4852 |
| | Email | ais@caa.gov.tt & piarcoacc@caa.gov.tt |
| (b) <i>Georgetown:</i> | Facsimile | 592-261-2279 (AIS) |
| | Telephone | 592-261-2245 (ACC) |
| | Email | - |

6.4 Coordination for RVSM Operations

6.4.1 RVSM approved aircraft:

6.4.1.1 Same as in General 6.1 above.

6.4.2 Non-RVSM Aircraft

6.4.2.1 Except as listed in 6.4.2.2 and 6.4.2.3 , non-RVSM aircraft shall be at or below FL280 or at or above FL430.

6.4.2.2 Non-RVSM approved State, Humanitarian, Maintenance or Ferry/Delivery flights may operate in RVSM airspace provided estimate messages (EST) for all such flights crossing the common Piarco/Georgetown FIR boundary shall be coordinated at least sixty (60) minutes prior to the estimated time over the transfer of control point. This is to facilitate planning for the required 2000ft vertical separation between Non-RVSM and RVSM approved aircraft in the RVSM airspace.

6.4.2.3 An integral part of the estimate message shall be a clear indication on the status of approval and request for special handling of Non-RVSM aircraft intending to operate within the Piarco/Georgetown FIRs:

6.4.2.3.1 As a confirmation of the data filed in the flight plan;

6.4.2.3.2 To anticipate the case of performance degradation of the flight planning systems;

6.4.2.3.3 To anticipate the case of the accepting unit has not received the flight plan.

7 Communications:

7.1 The transfer of air-ground communications of an aircraft from the transferring ATS Unit to the receiving ATS Unit shall be made at the common boundary of the Piarco and Georgetown FIR, except where, with the concurrence of both ATS Units, requirements dictate otherwise.

- 7.2 The receiving ACC shall not be required to notify the transferring ACC that it has established ground to air communication with the transferred aircraft unless specifically requested.

8 VERBAL COORDINATION OF ESTIMATE MESSAGE

- 8.1 When a verbal coordination process is being used, the ACC transmitting the estimate message shall include at the end of the same, the information included in Item 18 of the ICAO Flight Plan on RVSM Operations.

- 8.2 If applicable, at the end of the estimate message, the following terms shall be included:

- 8.2.1 "NEGATIVE RVSM";
- 8.2.2 "NEGATIVE RVSM, STATE AIRCRAFT";
- 8.2.3 "NEGATIVE RVSM, HUMANITARIAN";
- 8.2.4 "NEGATIVE RVSM, FERRY"; or
- 8.2.5 "NEGATIVE RVSM, MAINTENANCE FLIGHT".

- 8.3 For the case in which only one experiences a flight contingency, the associated coordination shall be provided verbally, with a description for the reason of the contingency.

- 8.4 The associated coordination messages shall include either the term:

- 8.4.1 Unable RVSM due to equipment; or
- 8.4.2 Unable RVSM due turbulence, as the case may be.

9 SUSPENSION OF RVSM OPERATIONS

- 9.1 The Piarco and Georgetown ACCs shall coordinate the procedure for RVSM suspension within affected areas in their respective FIRs, when pilots report greater than moderate turbulence exists.

- 9.2 Vertical separation minima between all aircraft operating within affected areas between FL290 and FL410 inclusive shall be 2000ft.

10 COMMUNICATION FAILURE PROCEDURES

10.1 Point to Point

- 10.1.1 In the event of a failure of the Piarco/Georgetown ATS direct speech circuit, all means of alternate communications shall be exhausted for the coordination of all IFR traffic (e.g. Commercial Telephone; relay through another ATS facility; AFTN - provided aircraft are held within the lateral limits of the transferring ATS unit until acceptance message is received). See APPENDIX 2.
- 10.1.2 Acknowledgement from the receiving ATS Unit is required for all methods of communications used except for the primary means of communication.
- 10.1.3 If the aforementioned means of communication cannot be effected, IFR aircraft shall only be cleared to a point completely within the lateral limits and level at an appropriate Flight Level for direction of flight, and instructed to contact the receiving ATS Unit to obtain clearance prior to entering the adjacent airspace.
- 10.1.4 The receiving ATS Unit shall clear the aircraft into its area and shall not authorize Flight Level changes until the aircraft is well beyond the lateral limits of the common boundary, unless the aircraft advises that the transferring ATS Unit has no control restrictions regarding descent/climb.
- 10.1.5 The receiving ATS Unit shall instruct the aircraft to advise the transferring ATS Unit when crossing the common boundary or transfer point.

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

10.2 Air-to-Ground/Ground-to-Air Failure - Piarco ACC

- 10.2.1 In the event that Piarco ACC experience air-to-ground failure, the relevant E/CAR Contingency procedures contained in the section on **COM FAILURE - PIARCO ACC - AIR-TO-GROUND/GROUND-TO-AIR** shall be implemented. See APPENDIX 2.

11 VFR Traffic

- 11.1 There shall be an interchange of pertinent information relating to VFR flights crossing the common boundary of the Piarco/Georgetown CTA/UTA/FIR.

12 ALERTING SERVICE

- 12.1** Alerting coordination shall be the responsibility of Piarco ACC and Georgetown ACC for aircraft operating within their respective airspace of jurisdiction.
- 12.2** Both Units shall provide each other with whatever information is available and provide assistance in order to comply with 15.1.

13 REVISIONS

- 13.1** 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.
- 13.2** In the case of changes in ICAO regulations, Piarco ACC or Georgetown ACC shall 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.
- 13.3** For any other matter, which might make it advisable to change this Agreement, the interested ATS Unit shall propose the pertinent revision.

14 PUBLICATION

- 14.1** The dissemination of this operational letter of agreement and its subsequent modifications shall be made in full by an AIC thirty (30) days prior to its effective date and the respective ATS Units shall include in their AIPs, Section ENR, and those parts that are of interest to users.



15 CANCELLATION

- 15.1** This Letter of Agreement cancels and replaces all previous Letters of Agreement between the Piarco ACC and Georgetown ACC.

16 MISCELLANEOUS

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

17 SIGNATURES

| For PIARCO Area Control Centre | For GEORGETOWN Area Control Centre |
|---|--|
| Manager ATS & ANS Safety  | Director Air Navigation Services  |
| Dated: 15-AUGUST-2017 | Dated: 2017-08-17. |

APPENDIX 1

Reference table for the transfer of responsibility

| ATS Routes | Table of flight levels to be assigned | | Agreed transfer points for each routes | Minimum applicable longitudinal separation | |
|------------|---------------------------------------|----------------|--|--|---|
| | PIARCO ACC | GEORGETOWN ACC | | NM | Comments |
| | FL | FL | | | |
| UA324 | ODD | EVEN | MINDA | *40 NM GNSS (a) (b) | a) In the event that the applicable longitudinal separation minima is not possible, due to technical or operational reasons, a minimum longitudinal separation of 80 nm or ten (10) minutes using Mach number technique between aircraft flying at the same flight level shall be applied. b) The separation minima of ten (10) minutes shall be increased to fifteen (15) minutes when there is a failure of the ATS direct speech circuit. |
| UL452 | ODD | EVEN | MINDA | | |
| UG449 | ODD | EVEN | KORTO | | |
| UL776 | ODD | EVEN | KORTO | | |
| UA312 | ODD | EVEN | DALGA | | |
| UA632 | ODD | EVEN | EGEMA | | |
| UL462 | ODD | EVEN | LUTCH | | |
| UA324 | ODD | EVEN | MINDA | | |

When coordination between Piarco and Georgetown ACCs will involve traffic separated by less than ten (10) minutes using Mach number technique, the transferring ACC shall advise the accepting ACC following the initial announcement of the estimate using the following phrase: **“40NM in Trail”**.

APPENDIX 2

Extract from the **PIARCO FIR CONTINGENCY ROUTES (CR) FLAS – FL280 AND BELOW**

GEORGETOWN / PIARCO FLOW

Traffic transiting from Georgetown FIR with destinations within Piarco FIR and Reverse shall be accommodated on the following Contingency Routes and the Stated Flight levels

| DESTINATION/ DEPARTURE AIRPORT | PRESENT ATS ROUTE | CONTINGENCY ROUTE DESIGNATOR | AVAILABLE CONTINGENCY ROUTES (CR) | AVAILABLE FLIGHT LEVEL WITHIN PIARCO FIR | REMARKS | FIRs/ACCs TMA/CTRS INVOLVED |
|--------------------------------------|-----------------------------------|------------------------------------|---|---|--|-----------------------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| TTPP | POS A324 MINDA and Reverse | CR18 | POS A324 MINDA and Reverse | FL270 FL280 | TTZP-SYGC FL270 ONLY SYGC-TTZP FL280 ONLY | TTZP/SYGC |
| TBPB | BGI A632 EGEMA and Reverse | CR16 | BGI A632 EGEMA and Reverse | FL210 FL220 | TTZP-SYGC FL210 ONLY SYGC-TTZP FL200 ONLY | TTZP/TBPB SYGC |

PIARCO FIR ATM CONTINGENCY PLAN REVISED JANUARY 2016- HIGH LEVEL CR FLAS

