



## CO-ORDINATION OF LOW LEVEL TRAFFIC

### OVERVIEW

This document outlines the procedures which should be used when co-ordinating low level traffic in the vicinity of an aerodrome which is inside controlled airspace.

As this document deals with co-ordination, non-relevant parts of the phraseology have been omitted.

### TRAFFIC REMAINING IN THE VISUAL CIRCUIT

#### Procedure

Circuit traffic is to remain with Aerodrome Control.

Aerodrome Control must inform Approach Control that the circuit is active.

### DEPARTING TRAFFIC

Approach Control is responsible for issuing the zone exit clearance. The clearance will be co-ordinated with Aerodrome Control, with Aerodrome Control giving the clearance to the departing aircraft.

#### Procedure

Departing aircraft will contact the appropriate frequency passing details of their intended flight.

Aerodrome Control must inform Approach Controller of the departing flights details:

Callsign

Destination

Direction the aircraft wishes to leave the CTR

Approach Control shall issue a clearance containing:

Callsign

Clearance Limit

Altitude Restriction

Flight Rule

Squawk Code

Clearance Restriction if applicable



Prior to departure Aerodrome Control shall request a release for the departing aircraft from Approach Control.

Aircraft shall only be transferred to Approach Control once they are clear of any traffic under the responsibility of Aerodrome Control.

### EXAMPLE PHRASEOLOGY

Transmitter	Phraseology
Pilot	"Shoreford Tower, GABCD, Cherokee with information Echo, general aviation parking, request taxi for VFR to Duxham."
<i>Aerodrome telephones approach.</i>	
Aerodrome	"Request clearance, GABCD, VFR to Duxham, leaving the zone to the West."
Approach	"GABCD is cleared to Sixoaks (VRP), not above altitude 1500ft, QNH1013, squawk 4376."
Aerodrome	"GABCD is cleared to Sixoaks (VRP), not above altitude 1500ft, QNH1013, squawk 4376."
Approach	"Correct"
<i>Clearance is passed to the pilot.</i>	
<i>Pilot is ready for departure: Aerodrome telephones Approach.</i>	
Aerodrome	"Request release, GABCD"
Approach	"GABCD, released"

### ARRIVING TRAFFIC

Approach Control is responsible for issuing the clearance into controlled airspace.

#### Procedure

Arriving aircraft should endeavour to make initial contact with Approach Control at least 15nm or 5 minutes flying time from the zone boundary passing their intentions.

Approach Control shall pre-note the arriving aircraft to Aerodrome Control. The pre-note shall contain the following:



Callsign

Point of arrival/the direction the aircraft is approaching from

Estimated arrival time

Aerodrome Control shall pass any relevant information.

The aircraft is transferred from Approach Control to Aerodrome Control once the aircraft has the aerodrome in sight.

Aerodrome Control shall give the arriving aircraft circuit joining instructions.

Aerodrome Control can refuse traffic in cases where the traffic situation dictates. For example, when an emergency is in progress or there is a high amount of traffic within the circuit. Approach Control shall then inform the arriving traffic of the reason zone entry cannot be granted, an expected time to enter the zone and an instruction to remain clear of control airspace.

### EXAMPLE PHRASEOLOGY

Transmitter	Phraseology
Pilot	"Shoreford Approach, GABCD, Cherokee with information Zulu, VFR flight inbound from Duxham."
<i>Approach telephones aerodrome.</i>	
Approach	"Inbound estimate, GABCD, Cherokee from Duxham, estimates the field at 45."
Aerodrome	"Approved"



## TRANSITING TRAFFIC

### Procedure

Transiting aircraft should endeavour to make initial contact with Approach Control at least 15nm or 5 minutes flying time from the zone boundary passing their intentions.

Approach Control shall notify Aerodrome Control of any transiting aircraft which are routing through the traffic circuit or any aircraft routing which conflicts with traffic under the responsibility of Aerodrome Control.

If there is no conflict with traffic under the responsibility of Aerodrome Control, the transiting aircraft is to remain with Approach Control.

If a conflict is likely to occur, the transiting aircraft shall be transferred from Approach Control to Aerodrome Control to allow the transiting traffic to be safely integrated with any aircraft under the responsibility of Aerodrome Control. Once clear of any traffic under the responsibility of Aerodrome Control, the transiting aircraft shall be transferred back to Approach Control.