



# HARTSFIELD – JACKSON ATLANTA INTERNATIONAL AIRPORT

## Standard Operating Procedures Order ATL 7110.65H

August 1, 2020

*For simulation purposes only. Not for real world use.*

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# Chapter 1. General

## Section 1. Introduction

### 1-1-1. Purpose

This Order transmits ATL 7110.65H, Standard Operating Procedures, to reflect current procedures in use at Atlanta Airport Traffic Control Tower (ATL ATCT). on the VATSIM network. This Order is designed to supplement VATNA, VATUSA, and ZTL directives.

### 1-1-2. Audience

All operational personnel controlling ATL ATCT.

### 1-1-3. Distribution

This Order is available in the ZTL Files Library located at <https://www.ztlartcc.org/controllers/files>, under SOPs.

### 1-1-4. Cancellation

ATL ATCT 7110.65G is cancelled.

### 1-1-5. Effective Date

This Order is effective as of August 1st, 2020.

## Section 2. Equipment

Position	Frequency
<b>Clearance Delivery</b>	
CD-1	118.100
CD-2 (Aircraft Reroutes)	118.700
<b>Ground Control</b>	
GC-N	121.900
GC-C	121.750
GC-S	121.650
GC-M	125.000
<b>Local Control</b>	
LC-1 (8L/26R)	119.100
LC-2 (8R/26L)	125.320
LC-3 (9L/27R)	123.850
LC-4 (9R/27L)	119.300
LC-5 (10/28)	119.500

## Section 3. General Airspace

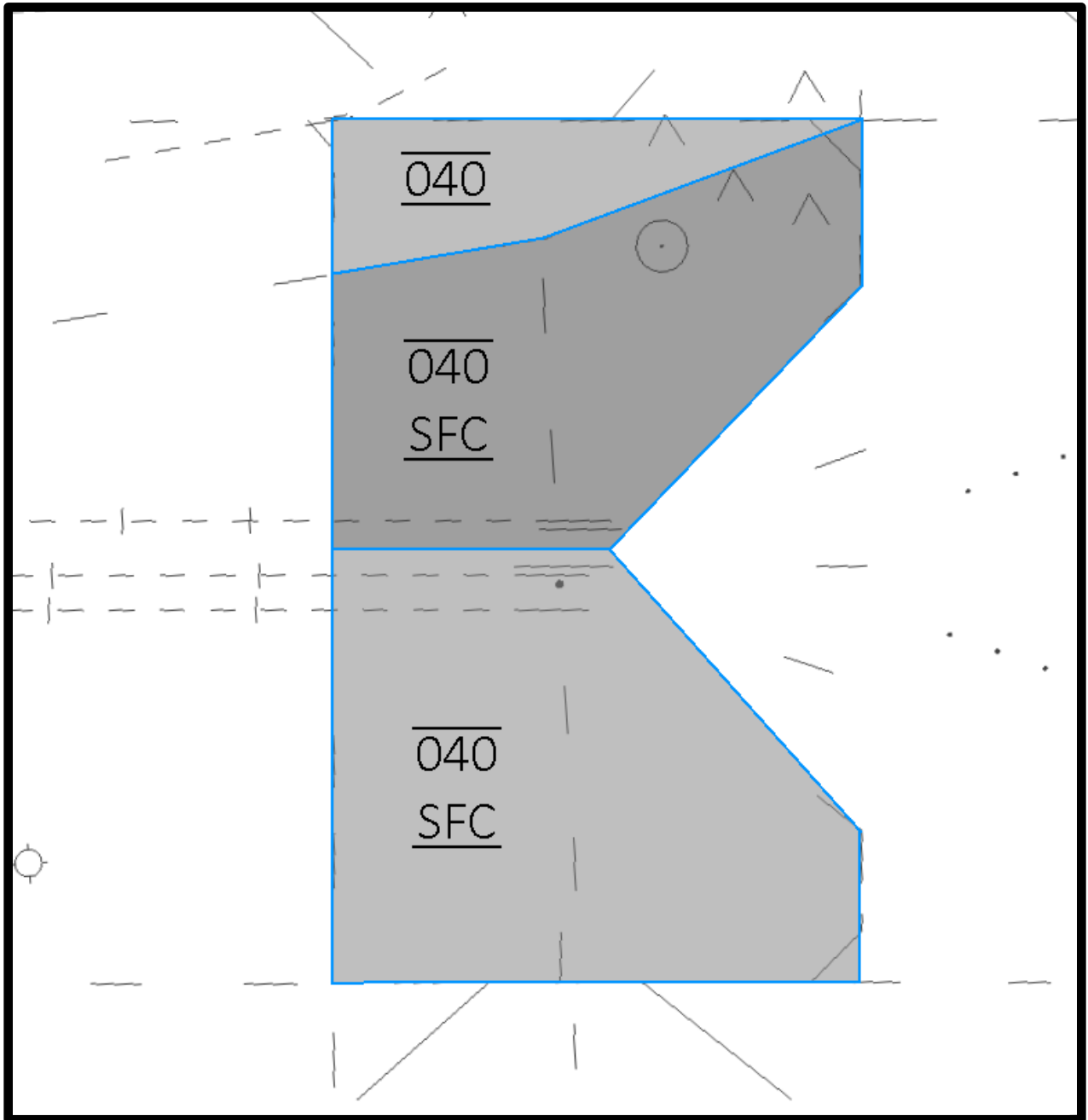
### 1-3-1. Airspace Jurisdiction

The Tower is delegated that airspace from the surface up to and including 4,000 feet MSL underlying the A80 Satellite Corridor Airspace, excluding the airspace delegated to A80 Satellite Radar south of the Fulton County Airport (FTY) localizer and the FTY Class D Airspace. (see FIG 1-3-1 and FIG 1-3-2 for specific Local Control airspace delegation based upon the direction of operation).

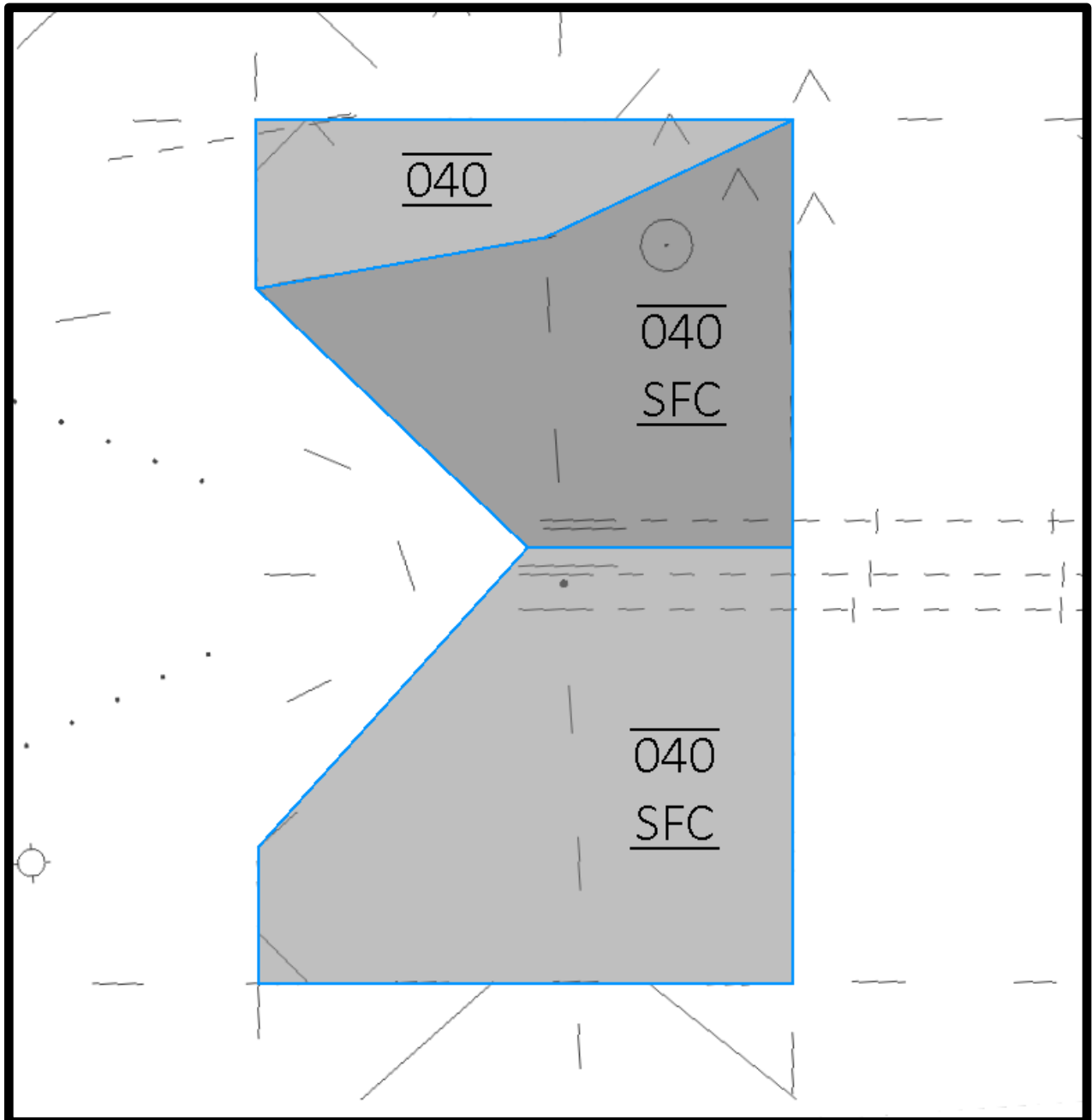
### 1-3-2. Class B Airspace

Figure 1-3-3 displays ATL Class B Airspace. During events, notify the CIC of any observed Class B airspace violations. Coordinate with and/or assist A80 if the aircraft is observed entering their airspace.

**FIG 1-3-1**  
*ATCT Airspace – East Operation*

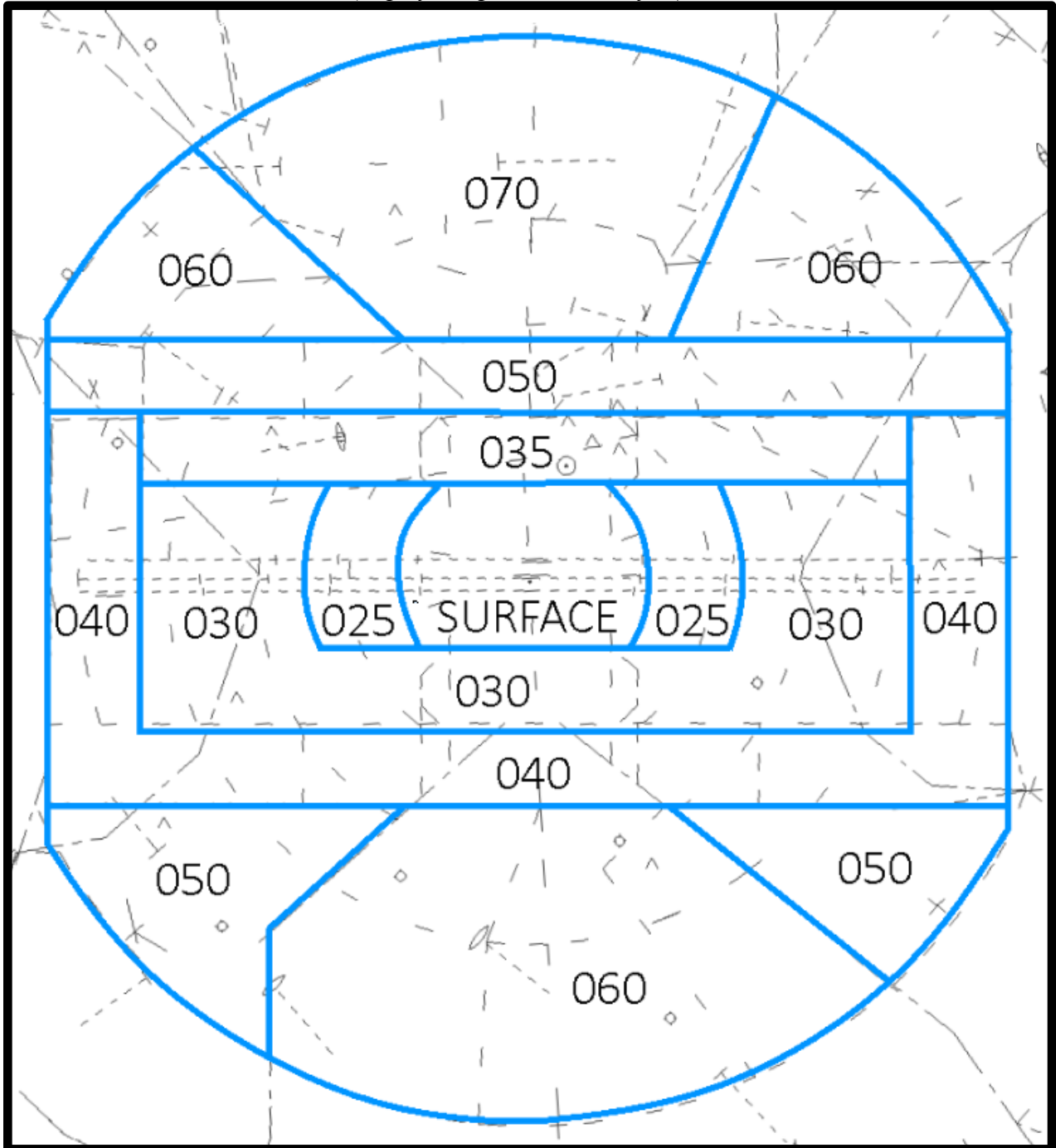


**FIG 1-3-2**  
*ATCT Airspace – West Operation*





**FIG 1-3-3**  
*Atlanta Class B Airspace*  
*(Top of Airspace is 12,500 feet)*



## Section 4. Duty Familiarization and Transfer of Position Responsibility

### 1-4-1. Position Relief Briefing

Conduct a position relief briefing and transfer of position responsibility in accordance with FAAO 7110.65 using the appropriate position relief checklist. When assuming responsibility for the position, the relieving controller shall make a statement to the controller being relieved that position responsibility has been assumed.

In addition, the relieved controller must remain connected for at least two minutes after being relieved from an operational position to heighten awareness and ensure both controllers can exchange all pertinent information.

See Appendix H for the complete Position Relief Briefing.

## Section 5. Flight Progress Strips

### 1-5-1. Flight Progress Strip

1		5	8	12		14	15	16
2		6	9			17	18	19
3	4	7	10	13		20	21	22
			11					

### 1-5-2. Flight Data Strip Marking

Flight Data shall be responsible for receiving the initial flight strip for departing aircraft and pass to the appropriate control position.

BLOCK	INFORMATION RECORDED
12	Filed or amended route in accordance with preferred routings, letters of agreement, or coordinated TMU or SWAP routings.
13	Clearance routing type when routing has been amended. ++FRC++ - Full Route Clearance ++FRC/XXX++ - Full Route Clearance to a particular routing waypoint. Substitute XXX with the appropriate waypoint. ++EDCT XXXXz++ - EDCT time when issued by ZTL ++CDR ATLXXXYY++ - A coded departure route has been utilized. XXX indicated the arrival field IATA, YY indicates the departure fix.
20	Departure control ARTS position ID
21	“HOLD” when a departure release is required

**1-5-3. Clearance Delivery Strip Marking**

BLOCK	INFORMATION RECORDED
14	Letter of reported ATIS if initial radio communication is established
17	"PDC" if PDC is issued successfully or Checkmark or "X" to indicate a correct clearance read back
11	"NFF" if a VFR departure does not want Flight Following

**1-5-4. Ground Control Strip Marking**

BLOCK	INFORMATION RECORDED
14	Letter of reported ATIS if initial radio communication is established
15	Ramp number and holding point
19	Runway assignment if other than the normally assigned departure runway. When conducting Triple Departures, write the Runway Number when aircraft are assigned Runway 10/28.
18	The Taxiway designator for intersection departures, except for M2 Departures during east operations, and LC/LA departures during west ops.

**1-5-5. Local Control Strip Marking**

BLOCK	INFORMATION RECORDED	
21	Initial departure instructions. H#### when a heading is assigned or appropriate RNAV departure waypoint.	
22	Departure time. Minutes only	
16	* When departure release has been obtained for aircraft with EDCT time in box 13.	
11	Arrival Parking Location	
	#	Ramp number
	DN	Delta North
	NC	North Cargo
	SC	South Cargo
	SN	Signature

**1-5-6. Example Flight Progress Strip**

DAL2422	7261	KATL	PHIIL2 GRD Q64 TYI J209 SAWED J121 SIE	H	2S	
B752/L	390	KJFK	CAMRN4	PDC	M2	9L
598 I	390	NONE	/V/	S	LDS	35

## Chapter 2. Miscellaneous Operations

### Section 1. Arrival Operations

#### 2-1-1. Use of ARTS Scratchpad Information

- (a) Coordination between A80 and ATL regarding arrival information is accomplished via the ARTS scratchpad. Scratchpad entries and definitions are listed in Appendix I. Local Control positions "Quick Look" the AR or TAR positions, as appropriate, to receive arrival information.
- (b) There are no hours or conditions under which facility policy prohibits the use of the Quick Look function for data transfer. At all times, the Local Control positions are responsible for determining whether the use of the Quick Look function is satisfactory, or if some other mode of transfer is to be used (e.g., voice call or radar handoff). Factors to be considered in this determination include, but are not limited to: traffic volume, other duties requiring the controller's attention, and the number of controllers available in the Tower.

#### 2-1-2. Minimum Safe Altitude Warning Procedures

- (a) ATL ATCT is responsible for:
  - (i) Issuing MSAW Safety Alerts to aircraft that are within the adapted Tower aural alarm area and on Tower Frequency.
  - (ii) Issuing MSAW Safety Alerts received from A80 to any affected aircraft that is on Tower frequency.

### Section 2. Departure Operations

#### 2-2-1. Line Up and Wait

- (a) Utilize ASDE-X and flight progress strips to assist in maintaining awareness of aircraft positions on the airport. The following procedures apply in order to conduct Line Up and Wait (LUAW) operations:
  - (i) Ground Control must coordinate with Local Control (verbal means or flight progress strip) when an aircraft is taxied to an intersection for departure. Departure runway and intersection must be indicated in block 18 and 19 of flight progress strip.
  - (ii) During events, the Controller-in-Charge CIC is responsible for ensuring that an arrival to a departure runway (e.g., emergency inbound to Runway 27R) is individually coordinated with the appropriate Local Control position(s).
  - (iii) Arrivals to a departure runway (e.g., emergency inbound to Runway 27R) shall be switched to the appropriate local controller's frequency.
  - (iv) Departures using a designated arrival runway shall be individually coordinated and approved by the appropriate local controller or CIC.

- (v) Simultaneous LUAW operations on the same runway are not authorized.
- (b) Runway Geometry:
  - (i) Runways 8R / 26L and 9L / 27R are designated departure runways.
  - (ii) Runways 8L / 26R and 9R / 27L are designated arrival runways.
  - (iii) Runway 10 / 28 is utilized by arrival and departure aircraft.

### **2-2-2. Runway 9L Intersection M2 Departures**

- (a) Runway 9L intersection departures at Taxiway M2 while simultaneously crossing Runway 9L at Taxiway P is authorized utilizing the following provisions:
  - (i) Runway 9L is used as a departure-only runway.
  - (ii) Only one aircraft at a time is permitted to Line Up and Wait on Runway 9L.
- (b) To the extent possible, all aircraft departing from Runway 9L will be taxied via Taxiway M to Taxiway M2 for departure. Remaining distance is 11450 feet.
- (c) Aircraft that have an operational need to depart Runway 9L full length should be taxied via Taxiway M to the approach end of Runway 9L to hold short of Taxiway L. Aircraft taxied to depart the full length of Runway 9L must display the letters "FL" for "full length" in Box 18 of the Flight Progress Strip.
- (d) Runway 9R / 10 arrivals should be staged to cross Runway 9L at Taxiway P.
- (e) Local Control 4 (LC-4) is responsible for crossing Runway 9L at Taxiway Papa and will instruct aircraft to contact ground joining Taxiway L.
- (f) When taxiing Runway 10 departures to cross Runway 9L at the approach end, Ground Control Center (GC-C) is responsible for crossing Runway 9L and should instruct aircraft to hold short of Runway 9R at Taxiway N2 or Taxiway P.
- (g) When departing Runway 9L from Taxiway M2 with a Heavy / B757, small aircraft may not cross Runway 9L at Taxiway P until the Heavy / B757 is airborne. Additionally, when Airbus A380 aircraft depart Runway 9L, small aircraft may not cross Runway 9L at Taxiway P until the A380 has departed and crossed the departure end of the runway.
- (h) Local Control 3 (LC-3) shall coordinate with LC-4 / GC-C, as appropriate, any departure utilizing the full length of Runway 9L. LC-4 will hold aircraft short of Runway 9L on Taxiway P until LC-3 advises that M2 departures are resumed. GC-C will hold aircraft short of Taxiway Mike on Taxiway Lima until LC-3 advises that M2 departures are resumed.
- (i) On initial contact, Local Control must state the aircraft call sign and the intersection when issuing a LUAW clearance.

*Example: "Delta Five-Thirty-One, Runway Niner Left, At Intersection Mike Two, Line Up and Wait"*

- (j) Local Control must restate the aircraft call sign and intersection when issuing a departure clearance.

*Example: "Delta Five-Thirty-One, RNAV to LIDAS (or GRITZ)," or "at the departure end,*

*fly heading XXX, Runway Niner Left at Intersection Mike Two, cleared for takeoff.”*

### **2-2-3. RNAV Off The Ground**

- (a) The procedures described below must be used during RNAV Off-the-Ground (RNAV OTG).
- (i) The issuance of RNAV OTG is runway dependent
  - (ii) Prescribed RNAV OTG phraseology is: “[Call Sign], RNAV to (fix name), Runway (number), Cleared for Takeoff”  
*Example: “Southwest Four-Nineteen, RNAV to MPASS, Runway 26L, Cleared For Takeoff”*
  - (iii) Appropriate in-trail separation must be provided between an RNAV aircraft and a non-RNAV aircraft.
  - (iv) If advised "Unable RNAV" by a flight crew, issue the appropriate non-RNAV heading and coordinate this heading with Atlanta Large TRACON (A80).
  - (v) The Automatic Terminal Information Service (ATIS) will include information when RNAV OTG procedures are in effect.
  - (vi) When changing a runway assignment to an aircraft already taxiing, a statement stating the change must be included in the instructions.

*Example: "Citrus Seventy-three, change your runway, expect runway 26L"*

### **2-2-4. Runway 27R Extension Procedures**

- (a) The following procedures are in effect for the three taxiway feeds to the Runway 27R extension:
- (i) The standard departure point (except Group VI and Cross Complex departures) will be Taxiway LC. The preferred taxi route is via Taxiway L, J, M, LC. Ground Control shall issue full taxi instructions.  
*Example: "[Call Sign], Runway 27R, taxi via Taxiway Lima, Juliet, Mike, Lima Charlie”*
  - (ii) Group VI and Cross Complex departures should access Runway 27R via Taxiway LA. These departures should be taxied via Taxiway L to Taxiway LA.
  - (iii) Taxiway LA should normally be reserved for LC-3 to adjust the sequence. If Ground Control issues taxi instructions utilizing Taxiway LA, except for Group VI and Cross Complex departures, it must be first verbally coordinated and indicated by writing “LA” in box 18 of the flight progress strip.  
**Note** – If aircraft access Taxiway LA from Taxiway M, access to Runway 27R from Taxiway LB becomes unusable
  - (iv) Ground Control will not issue taxi instructions via Taxiway LB. It is reserved for use at the discretion of LC-3. If aircraft access Taxiway LB from Taxiway M, access to Runway 27R from Taxiway LC becomes unusable

- (v) There are Airport Design Group aircraft restrictions which apply to Taxiways LA, LB and LC when they are utilized simultaneously. They are as follows:

<u>LC</u>	<u>LB</u>	<u>LA</u>
Group V	Group IV	Group V
Group V	<empty>	Group VI
Group IV	Group IV	Group IV

*Examples of Airport Design Group aircraft are as follows:*

Group VI – A388, B748, A124

Group V – B744, B777, B787

Group IV – B767, B757, MD11

Group III – CRJ2, B717, E170, B737, MD88

- (vi) Wake Turbulence Application

- (1) There is no intersection departure wake turbulence for aircraft departing from Taxiway LA to Taxiway LC. Additionally, there is no intersection departure wake turbulence for aircraft departing between Taxiway LC and Taxiway M20.
- (2) Intersection departure wake turbulence applies for aircraft departing from Taxiway LA to Taxiway M20. Additionally, intersection departure wake turbulence applies for aircraft departing from Taxiway LB to Taxiway M20.

### **2-2-5. Guidance - Heading vs. Track**

- (a) To ensure appropriate course divergence between aircraft on non-RNAV headings and RNAV aircraft departing ATL, the following guidance and procedures are in effect:
- (i) Non-RNAV aircraft should be assigned the headings contained in Section 5-2-2(c) to the maximum extent possible.
  - (ii) If weather / wind conditions require aircraft to be assigned headings other than those contained in Section 5-2-2(c), ensure that the assigned heading is never less than 15 degrees from the parallel runway RNAV track.
  - (iii) If weather / wind conditions cause aircraft assigned a heading to track closer to the parallel runway RNAV track than anticipated, assign a heading that increases separation between the departure tracks.
  - (iv) When weather / wind conditions are so severe that aircraft cannot consistently fly the RNAV track. Terminate RNAV Off-The-Ground operations and assign initial departure headings to all aircraft as outlined in Section 5-2-2(c).

### **2-2-6. Airbus A380 Operations**

- (a) A380s are only authorized on the Center Complex (Runways 9L / 27R and 9R / 27L).



- (b) Normally, A380s will land Runway 9R / 27L and depart Runway 9L / 27R. Upon landing, A380s will roll to the end of the runway. A380s are limited to crossing Runway 9L / 27R at Taxiways J, K, N13, P and U. They will utilize standard hold short lines at ATL.
- (c) A380s are only authorized on the following taxiways: D (north of Runway 9L / 27R), J, K, L, LA, LB, LC, L3, L10, L12, L14, L16, M (except between L14 and L16), M16, M18, N between SC and U, N12, N13, P, R, SC, T (north of Runway 9L / 27R), and U.
- (d) A380s may not operate simultaneously on Taxiways L and M.
- (e) When any aircraft is within 1 mile of the landing threshold, no A380 may operate on the parallel Taxiways.
- (f) Small aircraft may not cross Runway 9L at Taxiway P until a departing A380 has passed the departure end of the runway.

# Chapter 3. Clearance Delivery

## Section 1. Position Information

### 3-1-1. Positions

Position	Network Callsign	Frequency
ATIS	KATL_ATIS	125.550
Flight Data (FD)	ATL_#_DEL	N/A
Clearance One (CD1)	ATL_#_DEL	118.100
Clearance Two (CD2)	ATL_#_DEL	118.700

### 3-1-2. Combining/Decombining Positions

FD combines to/from CD-2. CD-2 combines to/from CD-1. CD-1 combines to/from GC-N

## Section 2. Flight Data

### 3-2-1. Position Responsibilities

Flight Data's Primary responsibility is to reduce the workload of the entire air traffic control tower by performing the following functions.

### 3-2-2. Automatic Terminal Information System

- (a) Flight Data shall prepare the ATIS. ATIS preparation and dissemination are considered first priority duties.
- (b) The Digital – Automatic Terminal Information Service (D-ATIS) is the primary source for flight crews to receive pertinent airfield information. Since D-ATIS is digitally produced, some words may be pronounced differently than what was intended. When using free text, ensure the message sounds the same as intended.

### 3-2-3. Weather Briefings

- (a) Flight Data shall monitor local weather conditions and pass any hazardous weather information to the ATCT control positions.

### 3-2-4. Flight Strip Processing

- (a) FD shall initially receive IFR departure flight progress strips.
- (b) Review IFR flight progress strips for complete and correct information.
  - (i) FD shall ensure the aircrafts routing meets preferred routings, letters of agreement, and coordinated TMU or SWAP routing requirements.

- (ii) FD shall amend the aircrafts routing as necessary utilizing appropriate departure procedures.
- (c) Place the appropriate flight strip markings.
- (d) Distribute to the appropriate clearance delivery controller.
  - (i) Notify controller of questionable data that you are unable to verify or correct.
  - (ii) Distribute IFR flight progress strips to CD-1 when:
    - (1) PDC issuance is appropriate.
    - (2) Any clearance generated that in your opinion may cause misunderstanding on the pilot's interpretation of a clearance.
  - (iii) Distribute IFR flight progress strips to CD-2 when:
    - (1) The cardinal direction (N, E, W, S) of the vector gate/exit fix for the filed routing does not match the cardinal direction of the vector gate/exit fix for the preferred departure route.
    - (2) The Route does not contain a vector gate/exit fix assignment unless the aircraft is remaining in A80 airspace.
    - (3) The aircraft requires a re-route.
- (e) When amending a flight plan to match a coded departure route, indicate the CDR route code in the remarks by inserting “++CDR ATLXXXYY++”, where XXX is the arrival IATA, and YY is the departure fix.

## **Section 3. Clearance Delivery One**

### **3-3-1. Position Responsibilities**

- (a) Duties and responsibilities are in accordance with FAAO 7110.65, Tower Terminal Position Responsibilities.
- (b) Issue clearances to individual aircraft as required, complying with preferred routings, letters of agreement, traffic management initiatives and/or weather avoidance.
- (c) Verbally forward flight plan information to aircraft using radio equipment.

### **3-3-2. VFR Clearances**

- (a) CD-1 shall create a flight progress strip for all aircraft requesting a VFR clearance out of the Atlanta Class B airspace. This flight progress strip must include all known information.
  - (i) Minimum VFR flight progress strip information
    - (1) Callsign/Tail Number
    - (2) Aircraft Type (Equipment Suffix optional)
    - (3) Direction of flight
    - (4) Beacon code

- (5) Appropriate strip markings
- (b) Issue a VFR clearance out of Class B airspace, the appropriate frequency, and beacon code.
  - (i) If the VFR aircraft is not requesting flight following, or A80 is not staffed, assign the local control frequency as the departure control frequency.
- (c) Issue an initial altitude at or below 3,500 feet for props/turboprops and at 5,500 feet for turbojets requesting flight following.
- (d) For VFR aircraft requesting “No Flight Following” (NFF), issue an initial altitude assignment at or below 3,500 feet.

### 3-3-3. IFR Clearances

- (a) Verbally issue IFR clearances in accordance with FAAO 7110.65
- (b) Turbojets maintain 10,000 feet; props maintain 4,000 feet
- (c) Issue Pre-Departure Clearances to appropriate aircraft using the following commands:
  - (i) Radio select the appropriate aircraft.
  - (ii) Clearance Issuance:
    - (1) .pdcatl (space) \$ (space) ###
      - a) \$ - the appropriate departure radar controller ARTS sector ID when staffed.
      - b) ### - the expected departure runway

EXAMPLE - .pdcatl N 27R
    - (2) .pdcatld (space) ###
      - a) Used when A80 or ZTL is not staffed.
      - b) ### - the expected departure runway
- (d) If incorrect information has been transmitted, Clearance Delivery must hold the flight progress strip and verbally issue the clearance to the flight crew.
- (e) Pre-Departure Clearances should not be used to transmit:
  - (i) Any revised, amended, or duplicate flight plans.
  - (ii) Full Route Clearances (FRC)

### 3-3-4. Additional Information

- (a) After a clearance has been issued and a readback received, provide the following information
  - (i) When Ground Metering is staffed:
    - (1) To contact ground metering prior to aircraft movement.
  - (ii) When Ground Metering is not staffed:

- (3) North Complex Departures.
  - a) Contact Ground Control at the north holding point of the terminal ramp.
- (4) South Complex Departures.
  - a) Contact Ground Control at the south holding point of the terminal ramp.

## Section 4. Clearance Delivery Two

### 3-4-1. Position Responsibilities

- (a) Duties and responsibilities are in accordance with FAAO 7110.65, Tower Terminal Position Responsibilities.
- (b) Issue reroutes in accordance with TMI and LOA routings.
- (c) Assist other positions of operation, as necessary, particularly with the issuance of pre-departure clearances.

### 3-4-2. Issuance of Reroutes

- (a) Issue reroutes through one of two methods:
  - (i) Through use of CPDLC, by radio selecting the aircraft, and entering a CDM Coded Departure Route message.
    - (1) .cpdlc [route code]
      - a) .cpdlc atlc1trp
    - (2) Controllers may verify the existence of a Coded Departure Route through .prd [route code]
      - a) .prd atlc1trp

Due to the nature of the message that is sent, aircraft that are not CDM/CDR capable may still be issued a reroute through .cpdlc

- (ii) Verbally issuing the clearance on 118.7.
  - (1) Aircraft that indicate they are CDR capable may be issued an amended clearance via a CDR by stating:
 

*(Identification) CLEARED TO (destination) AIRPORT VIA (CDR code), rest of clearance remains the same.*
  - (2) Aircraft that are not CDR capable must be issued a full route clearance.

# Chapter 4. Ground Control

## Section 1. Position Information

### 4-1-1. Positions

Position	Network Callsign	Frequency
Ground Meter (GM)	ATL_#_GND	125.000
Ground North (GC-N)	ATL_#_GND	121.900
Ground Center (GC-C)	ATL_#_GND	121.750
Ground South (GC-S)	ATL_#_GND	121.650

### 4-1-2. Area of Jurisdiction

- (a) Ground Control North (GC-N) is responsible for traffic north of an east / west line extending through the center of the midfield concourses, excluding those taxiways between Runways 8L / 26R and 8R / 26L, and Taxiway Dixie south of Taxiway G.
- (b) Ground Control Center (GC-C) is responsible for traffic south of the midfield concourses, excluding those taxiways between Runways 9L / 27R and 9R / 27L and those taxiways south of Runway 9R / 27L.
- (c) Ground Control South (GC-S) is responsible for traffic between Runway 9R / 27L and Runway 10 / 28. GC-S may be combined under the following scenarios:
  - (i) Combined to Local Control 5 (LC-5). This is the default setting.
  - (ii) Combined to Local Control 4 (LC-4), when LC-5 is combined to LC-4.
  - (iii) Combined to Ground Control Center (GC-C).

### 4-1-3. Position Duties and Responsibilities

- (a) Ground Control (GC-N, GC-C, GC-S) / Ground Meter (GM):
  - (i) Provide service to arriving / departing aircraft operating on the movement areas.
  - (ii) Taxi aircraft out of the ramp areas as expeditiously as possible
  - (iii) Ensure departing aircraft receive the current departure ATIS
  - (iv) Obtain CIC approval (or LC-1 if CIC is not staffed) for aircraft departing from runways not associated with the current departure split. Once approval is granted, mark the flight strip to indicate that coordination must occur to release the aircraft for departure.
  - (v) Upon receipt of a flight strip that indicates a coded departure route and/or full route clearance has been issued, verify the RNAV SID name, number, and first waypoint prior to issuing taxi instructions. Suggested phraseology would be:

*“[Call Sign], Atlanta Ground (or Ground Meter), expect Runway [number], verify RNAV SID name, number and first waypoint.”*

- (vi) When General Aviation jet aircraft that are assigned an RNAV SID call for taxi instructions, verify the RNAV SID name, number, and first waypoint. Suggested phraseology would be:

*“[Call Sign], Atlanta Ground (or Ground Meter), expect Runway [number], verify RNAV SID name, number and first waypoint.”*

- (vii) Coordinate with Local Control for the use of Taxiways B or N, as appropriate. Ground must not routinely coordinate the use of these taxiways, and aircraft must be on tower’s frequency for runway crossings.
  - (viii) Obtain CIC approval (or LC-1 if CIC is not staffed) prior to assigning an arrival runway as a departure runway (26R/8L and 9R/27L on a normal operation)
  - (ix) Instruct aircraft to monitor tower (or contact, as appropriate).
  - (x) Coordinate the use of taxiway DIXIE between taxiways L and G.
- (b) Additional Ground Meter Duties:
- (i) When an aircraft requests taxi, ensure the ramp number and appropriate ATIS code are depicted on the flight progress strip.
  - (ii) Provide flight progress strips to the appropriate GC in the order the aircraft called for taxi. Sequence the flight progress strips starting at the bottom (i.e. the strip at the bottom is the first aircraft that called for taxi).
  - (iii) Prepare a flight progress strip for aircraft repositioning from the Midfield Terminal Area and provide the strip to the appropriate GC. The flight progress strip shall include: Aircraft Callsign, Position of the aircraft on the ramp, and requested destination.
  - (iv) During events, coordinate with the TMC/CIC when an aircraft requires a release.

#### **4-1-4. Managing Ground Control Traffic**

- (a) Manage arrival ground traffic as follows:

- (i) Ensure appropriate runway exits are available to aircraft and there are no ATC restrictions to continued movement beyond the applicable holding position marking. Advise LC if appropriate runway exits are not available.
- (ii) Aircraft landing Runway 8L will normally taxi via Taxiways B and V. Aircraft will contact GC-N on Taxiway V for access to the ramp. When Runway 8R departure demand is light, aircraft may be instructed to cross Runway 8R at Taxiways C and / or D (Dixie) and join Taxiway F. Aircraft that cross Runway 8R at Taxiway B10 will join Taxiway E, then Taxiway F.
- (iii) Aircraft landing Runway 9R will normally taxi westbound on Taxiway N and cross Runway 9L at Taxiway P to join Taxiway L to the ramp. Aircraft will contact GC-C on Taxiway L for access to the ramp. When Runway 9L departure demand is light, aircraft may be instructed to cross Runway 9L at Taxiway D to join Taxiway

L or at Taxiway S to join Taxiway M for access to the ramp.

- (iv) Aircraft landing Runway 10 will normally taxi via Taxiways SG, SC and R to cross Runway 9R at Taxiway R3 or the west end. When Runway 9L departure demand is light (or aircraft are parking at Ramps 6, 8 or 9), aircraft may be instructed to taxi via Taxiway SJ to cross Runway 9R at Taxiway R7 or the east end.
  - (v) Aircraft landing Runway 26R will normally taxi via Taxiways B and V. Aircraft will contact GC-N on Taxiway V for access to the ramp. When Runway 26L departure demand is light, aircraft may be instructed to cross Runway 26L at Taxiways B2, B4, or B6 to access the ramp.
  - (vi) Aircraft landing Runway 27L will normally cross Runway 27R at Taxiway N5, T or P to access the ramp. Aircraft will contact GC-C on Taxiway M if crossing at Taxiway N5 or Taxiway L if crossing at Taxiways T or P.
  - (vii) Aircraft landing Runway 28 will normally taxi via Taxiways SG and SJ (or SC to cross Runway 27L).
- (b) Manage departure ground traffic as follows:
- (i) Aircraft departing Runway 8R will normally taxi via Taxiway E. Depending on the length of the taxi queue and location of the aircraft taxiing, it may be necessary to taxi via Taxiway F to join Taxiway E or Taxiway H for departure.
  - (ii) Aircraft departing Runway 9L will normally taxi via Taxiway M. Depending on the length of the taxi queue and location of the aircraft taxiing, it may be necessary to taxi via Taxiway L to join Taxiway M for departure.
  - (iii) Aircraft departing Runway 10 will normally taxi via Taxiway L to cross Runway 9L and 9R at the west end, then via Taxiways R, SC, and SG. After coordination with LC-3, GC-C is normally responsible to cross Runway 9L at the west end, ensure the aircraft will hold short of Runway 9R and instruct the flight crew to monitor LC-4 on 119.3 for Runway 9R crossing clearance.
  - (iv) Aircraft departing Runway 26L will normally taxi via Taxiway F. Utilize Taxiway E, as appropriate, to maximize the departure queue for LC-2.
  - (v) Aircraft departing Runway 27R will normally taxi via Taxiways L, J, M and LC. Utilize Taxiway L to LC to maximize the departure queue for LC-3.
  - (vi) Aircraft departing Runway 28 will normally taxi via Taxiway M to hold short of Runway 27R at Taxiway D or S. When taxiing Runway 28 departures, evaluate arrival traffic spacing on final to Runway 27L and weather conditions (critical areas being protected, etc.) and stage aircraft in appropriate manner to maximize efficiency to crossing runways.
  - (vii) Establish a departure queue that assists the LC in maximizing the departure flow.
  - (viii) At the beginning of a departure push, ensure the expeditious flow of departure aircraft accessing the runway. Once a demand is established, develop the departure queue by alternating aircraft whose initial RNAV departure tracks are different to take the greatest advantage of reduced divergence RNAV procedures. Alternating these aircraft is not necessary if wake turbulence spacing will achieve the same



result.

- (ix) Ensure the departure queue meets Traffic Management initiatives / restrictions.
- (x) Unless otherwise coordinated, assign North, West Two, and East One Satellite departures Runway 8R / 26L for departure. Assign South, East Two and West One Satellite departures the southernmost runway complex (Runway 9L / 27R in dual operation; Runway 10 / 28) for departure. This is known as a V18 departure split for the airway that bisects the airport from east to west.

#### **4-1-5. Taxiway Victor**

- (a) Taxiway V is the preferred method for aircraft taxiing from north of Runway 8R / 26L to access the midfield terminals. Taxiway V may be utilized only under the following conditions:
  - (i) Taxiway V may only be used by aircraft with wingspans equal to 171 feet or less (aircraft Groups I - IV). The following aircraft have wingspans in excess of 171 feet and are not authorized on Taxiway V: A330, A340, A350, A380, AN22, AN124, B747, B777, B787-8, B787-9, C5, C124, and C133.
- (b) Aircraft may operate on Taxiway V simultaneously with Runway 8L arrivals regardless of weather conditions unless RVR is less than 1200'.
- (c) Runway 8R landing aircraft are not authorized to fly over aircraft on Taxiway V.
- (d) Runway 26L departures are not authorized with simultaneous Taxiway V operations when weather conditions are below reported ceiling of 300 feet and / or visibility 1 mile.
- (e) Responsibilities:
  - (i) Ground Control North is responsible for Taxiway V operations. On a West Operation, Ground Control North will coordinate with Local Control One when aircraft will utilize Taxiway V to access Taxiway B.  
**Note** – Use caution and be alert for arriving aircraft contacting Ground Control between Runway 26L and 26R requesting taxi to the ramp.
  - (ii) Local Control One will instruct aircraft utilizing Taxiway V to taxi via B and V and contact Ground on V.
  - (iii) Local Control Two will advise Ground Control North when an aircraft will land on Runway 8R.

## **Section 2. Potential Problem Areas**

### **4-2-1. Potential Problem Areas**

- (a) The following are potential problem areas when working Ground Control:
  - (i) Aircraft taxiing on Taxiway A may conflict with aircraft exiting the ramp at Delta North.
  - (ii) Aircraft taxiing on the outer parallel taxiways (E or M) may conflict with aircraft

crossing Runways 8R / 26L or 9L / 27R.

- (iii) Failure to expeditiously taxi aircraft from midfield ramps onto taxiways may create congestion within ramps.

# Chapter 5. Local Control

## Section 1. Position Information

### 5-1-1. Positions

Position	Network Callsign	Frequency
Local Control 1 (LC-1)	ATL_#_TWR	119.100
Local Control 2 (LC-2)	ATL_#_TWR	125.325
Local Control 3 (LC-3)	ATL_#_TWR	123.850
Local Control 4 (LC-4)	ATL_#_TWR	119.300
Local Control 5 (LC-5)	ATL_#_TWR	119.500

### 5-1-2. Area of Jurisdiction

- (a) Local Control One (LC-1) is responsible for arrivals and departures on Runway 8L / 26R, all taxiways between Runways 8L / 26R and 8R / 26L and crossing Runway 8L / 26R.
- (b) Local Control Two (LC-2) is responsible for arrivals and departures on Runway 8R / 26L and crossing Runway 8R / 26L.
- (c) Local Control Three (LC-3) is responsible for arrivals and departures on Runway 9L / 27R and crossing Runway 9L / 27R.
- (d) Local Control Four (LC-4) is responsible for arrivals and departures on Runway 9R / 27L, all taxiways between Runways 9R / 27L and 9L / 27R and crossing Runway 9R / 27L. When Runway 9L intersection M2 departures are in effect, LC-4 is responsible to cross Runway 9L at Taxiway P after initial coordination with LC-3.
- (e) Local Control Five (LC-5) is responsible for arrivals and departures on runway 10 / 28.

### 5-1-3. Position Duties and Responsibilities

- (a) Local Control (LC-1, LC-2, LC-3, LC-4, LC-5):
  - (i) Provide service to arriving / departing aircraft operating on the movement areas.
  - (ii) Instruct Runway 8L / 26R arrivals to taxi via Taxiways B and V and switch to Ground Control upon joining Taxiway V. Refer to paragraph 4-1-5 for information regarding Taxiway V. If Runway 8R / 26L departure demand is light, aircraft may be instructed to hold short of Runway 8R / 26L at crossing points conducive to their destination ramp and monitor appropriate Tower frequency (to cross Runway 8R / 26L). To the extent possible, sequence arrival traffic to preclude Ground Control having a "cross out".
  - (iii) Instruct Runway 9R arrivals to taxi westbound on Taxiway N (to cross Runway 9L

at Taxiway P). Instruct Runway 10 arrivals to cross Runway 9R, and taxi via Taxiways N and P (to cross Runway 9L). Ensure Runway 9L crossing clearance is issued after aircraft are west of Taxiway T to prevent a possible runway incursion with aircraft inadvertently crossing Runway 9L at Taxiway T. If Runway 9L departure demand is light, aircraft may be instructed to hold short of Runway 9L at points most conducive to their ramp and monitor appropriate Tower frequency (to cross Runway 9L). To the extent possible, sequence arrival traffic to preclude Ground Control having a "cross out"

- (iv) When GC-S is combined to LC-5, instruct Runway 10 arrivals to taxi via Taxiways SC and R to hold short of Runway 9R at Taxiway R3 or the west end and monitor appropriate Tower frequency (to cross Runway 9R). When Runway 9L departure demand is light, aircraft may be instructed to hold short of Runway 9R at Taxiways R7 or SC and monitor appropriate Tower frequency (to cross Runway 9R).
- (v) Instruct Runway 27L arrivals to hold short of Runway 27R at Taxiways N5, T or P and monitor appropriate Tower frequency (to cross Runway 27R.) Instruct Runway 28 arrivals to cross Runway 27L, hold short of Runway 27R at crossing points most conducive to their destination ramp, taking into consideration Runway 27L arrival traffic, and monitor appropriate Tower frequency (to cross Runway 27R). During Full Triple Departures, Taxiways N5 and S should not be used for arrival traffic.
- (vi) When GC-S is combined to LC-5, instruct Runway 28 arrivals to taxi via Taxiways SC (or SJ) and R to hold short of Runway 27L at Taxiways R7 or SC and monitor appropriate Tower frequency (to cross Runway 27L).
- (vii) Instruct aircraft cleared to cross runways to join the most accessible taxiway to their crossing point / ramp location. For example, instruct aircraft crossing Runway 9L at Taxiway S to join Taxiway M, aircraft crossing Runway 27R at Taxiway T to join Taxiway L, and aircraft crossing Runway 26L at Taxiway B4 to join Taxiway E. Aircraft that cross the runway directly across from their ramp may be instructed to taxi straight ahead and contact Ground Control
- (viii) Retain departures on Local Control frequency until it is verified the departure is turning / flying the appropriate RNAV / departure noise track heading and that the proper interval is provided to departure control.
- (ix) Evaluate the effectiveness of assigned noise track headings and adjust when necessary to ensure track accuracy
- (x) Local Control is responsible for separation:
  - (1) At the outer marker or five (5) miles from the airport for VFR operations / visual approaches
  - (2) At the final approach fix for aircraft conducting instrument approach procedures.
- (xi) Issue Minimum Safe Altitude Warning (MSAW) / Conflict Alerts (CA) as appropriate.
- (xii) Comply with Traffic Management initiatives / restrictions.

## Section 2 Managing Local Control Traffic

### 5-2-1. Arrival Traffic

- (a) Turbojet and large four - engine aircraft within 5 miles of the airport assigned the North Complex should not be changed to the Center or South Complexes, or vice versa.
- (b) Do not adjust aircraft speeds over which A80 has responsibility.
- (c) Issue wake turbulence advisories on departing Heavy / B757 aircraft departing the parallel runway, as appropriate.
- (d) Unless visual separation can be applied, advise adjacent Local Control (LC-4 must advise all Local Controls) of aircraft that go around, miss approach or are pulled out of the approach sequence.
- (e) Verbally advise A80 of pertinent information, including, but not limited to:
  - (i) Weather changes, including IFR to VFR and vice versa
  - (ii) When runway turnoffs are not visible from the Tower (if using vSTARS tower view with real world weather), or when surface visibility is less than 1 mile (if not using vSTARS tower view with real world weather).
  - (iii) Changes in Braking Action when Braking Action is less than “GOOD.”

### 5-2-2. Departure Traffic

- (a) Automatic releases are authorized for all departures except those that will enter Satellite airspace north of V18.
- (b) All aircraft departing a runway not normally assigned in the current departure split shall be coordinated with the event CIC, or departure if the CIC is not staffed.
- (c) Issue all aircraft assigned an RNAV SID an RNAV Off-The-Ground (OTG) take-off clearance in accordance with the Table below:

<i>Departure Runway</i>	<i>DTA</i>	<i>Fix</i>
8L/R	N	RONII
	E	MPASS
	S	SKNNR
	W	HRSHL
9L/R, 10	N	PICKT
	E	LIDAS
	S	GRITZ
	W	GRITZ
26L/R	N	MPASS

	E	MPASS
	S	SNUFY
	W	SNUFY
27L/R, 28	N	CPARK
	E	FUTBL
	S	SLAWW
	W	SLAWW

(d) Assign non-RNAV turbojet aircraft headings in accordance with the Table below:

<i>Departure Runway</i>	<i>Departure Transition Area</i>	<i>Departure Heading</i>
8L/R	N,E,W	070
8L/R	S	110
9L/R, 10	S,E,W	110
9L/R, 10	N	070
26L/R	N,E,W,S	295
27L/R, 28	S,E,W	250
27L/R, 28	N*	275 (RH)

(e) Obtain a release from A80-SAT for aircraft that will enter Satellite airspace north of V18, except for turbojet aircraft exiting A80 airspace. LC-2 shall advise LC-1 of all northbound satellite turnouts.

(f) Issue all propeller-driven aircraft headings that will enter A80 Satellite Airspace on the departure side of V97. Ensure that aircraft are turned no earlier than the departure end of the runway. LC-3 shall advise LC-4 and LC-5 of all southbound satellite turnouts.

(g) Southbound Satellite Prop Departures from Runways 8L / 26R or 8R / 26L known as “270-Over-The-Top.”

(i) Local Control must radar identify the aircraft, verify its altitude, retain the aircraft in Tower airspace, and provide radar vectors to the appropriate departure course.

(ii) Local Control will initiate a radar hand-off to the appropriate A80 Satellite Sector and transfer communications upon completion of the hand-off.

(h) Ensure the proper interval is provided to departure control.

(i) Provide one (1) additional mile spacing to radar separation minima for successive RNAV downwind departures departing the same runway; e.g., West Operation, departing Runway 27R, PLMMR followed by a JACCC; East Operation, departing Runway 8R, CUTTN followed by a NASSA.

(ii) Atlanta Air Route Traffic Control Center (ARTCC) requires seven (7) miles,

constant or increasing, separation per departure route for each altitude stratum. Adequate spacing must be provided to A80 when the same departure routes are departed in succession.

- (i) Determine that automated data tag auto-acquisition of departures occurs. If auto-acquisition does not occur within five (5) miles of the departure end of the runway (DER), advise the appropriate Departure and/or Satellite Radar position.
- (j) Cross Complex Departures are defined as aircraft departing a runway/complex other than the departure runway(s) designated in the Departure Split. Verbally advise A80 Departure Radar that an aircraft will depart a runway different from the runway normally assigned in the current departure split.

**Note** - Cross Complex routes are built in to the RNAV DPs. See the Table in subparagraph c) above for appropriate non-RNAV headings

- (i) Coordinate with A80 Departure Radar for exceptions to these procedures. All coordination must be specific. Open ended or blanket coordination is not authorized.
- (k) Apply Visual Separation to successive departures as follows:
  - (i) Consider weather conditions before applying visual separation procedures. Visual separation should not normally be applied when ceilings are less than 8,000 feet and/or visibility is less than three (3) miles.
  - (ii) Use visual separation with the intent of obtaining three (3) miles radar separation within seven (7) miles of the Departure End of the Runway (DER).

*EXAMPLE -*

On a West Operation, a NASSA followed by a CUTTN should have 3 miles separation when the CUTTN reaches seven (7) miles from the DER.

**Note** - This procedure does not supersede the requirement of one (1) additional mile spacing for successive RNAV downwind departures.

- (l) Aircraft requesting No Flight Following (NFF) shall be retained within LC airspace. Advise aircraft to remain outside Atlanta Class B Airspace prior to terminating radar service at the lateral limits of LC airspace. NFF aircraft departing Runway 26L / 26R should be assigned a heading to avoid FTY Class D Airspace
- (m) Aircraft landing FTY shall be retained within LC airspace. Time permitting, handoff the aircraft to FTY Tower, advise the aircraft to remain outside of the Atlanta Class B Airspace, and transfer communication to FTY Tower (frequency 118.45) prior to the aircraft entering FTY Class D Airspace.

### **5-2-3. Go-Around / Missed Approach Procedures**

**Note** - Unless otherwise coordinated, "Outside Runways" mean 8L / 26R and 9R / 27L in Dual Operations; and 8L / 26R and 10 / 28 in Triple Operations. 5-2-3(b) "Middle Runway Procedures" only apply in Triple Operations. In all circumstances, Tower has the option to use the noise track/departure area and coordinate with departure control.

- (a) Go-Around / Missed Approach Procedures for Outside Runways
  - (i) Retain aircraft in Tower airspace, and issue:
    - (1) 4000 feet and a 360 heading to aircraft on the North Runway
    - (2) 3000 feet and a 180 heading to aircraft on the South Runway
  - (ii) Coordinate with AR for a heading toward the downwind.
  - (iii) Issue the AR assigned heading to the aircraft, a speed not to exceed 210 knots and transfer communications to AR frequency. Communications transfer constitutes release of control to AR for turns to the downwind, speed and altitude changes.
- (b) Go-Around / Missed Approach Procedures for the Middle Runway
  - (i) Climb the aircraft to 4000, resolve all conflicts with Runway 10/28 traffic, and retain aircraft in Tower airspace.
  - (ii) Immediately advise the local control positions responsible for departures on the adjacent runway complexes (Runways 8R/L, 26L/R, or 10/28) of the go around/missed approach.
  - (iii) Coordinate with AR for a heading toward the downwind.
  - (iv) Issue the AR assigned heading to the aircraft, a speed not to exceed 210 knots and transfer communications to AR frequency. Communications transfer constitutes release of control to AR for turns to the downwind, speed and altitude changes.
  - (v) When advised of a missed approach or go-around on Runway 9R/L or 27L/R, issue the following headings to simultaneous departures until appropriate radar separation can be applied between the missed approach and any simultaneous departures:

RUNWAY	TRACK/HEADING
8L/8R	060
26L/26R	305
10	125
28	240

- (vi) Advise the appropriate A80 departure controller of the assigned heading for the simultaneous departure.

**5-2-4. Helicopter Traffic**

- (a) A helipad is located on the Landmark Aviation ramp adjacent to Taxiway A5. This helipad is considered a non-movement area. Refer to FAAO 7110.65, Chapter 3, Section 11 for phraseology for helicopters departing from/arriving to a non-movement area.
- (b) Helicopters may be assigned random routes as follows:



- (i) East Operation – Helicopters should transition over the west side of the midfield ramp (Concourse A), between 2000 feet and 2500 feet MSL
- (ii) West Operation – Helicopters should transition over the east side of the airport (Delta TOC), between 2000 feet and 2500 feet MSL.
- (iii) Advise GC of any helicopter arrivals / departures from the north helipad. Additionally, coordinate with GC on all helicopter traffic operating in the vicinity of, or flying over, movement areas designated to GC if the helicopter is less than 500 feet AGL
- (iv) The LC who initially identifies an overflying helicopter shall notify other affected LCs prior to the helicopter penetrating the airport boundary.

**5-2-5. Land And Hold Short Operations**

(a) Land and Hold Short Operations (LAHSO) are authorized under the following conditions:

(i) Weather requirements:

- (1) The LAHSO runway must be dry (no visible moisture)
- (2) The tailwind on the LAHSO runway must be calm (less than 3 knots)
- (3) Weather conditions must be ceiling and visibility at or greater than 1000’ and 3 miles.

(ii) General Requirements:

- (1) When LAHSO operations are being utilized, the following announcement shall be included on the ATIS: “LAHSO in effect”. When the arrival ATIS is out of service, pilots shall be advised on initial contact, or as soon as practicable thereafter, to expect a LAHSO clearance
- (2) The crossing aircraft / vehicle must be on the associated Local Control frequency.
- (3) Foreign Air Carrier and Foreign Commuter aircraft shall not be issued LAHSO clearances but may be issued runway crossing clearance when another aircraft is Landing to Hold Short

(iii) Runway Configurations:

RUNWAY	LOCATION	ALD
8L	Hold Short of Twy B13	8490
26R	Hold Short of Twy H	8600
9R	Hold Short of Twy J	8627
27L	Hold Short of Twy P	8600

(iv) LAHSO Procedures:

- (1) When issuing a LAHSO clearance, issue crossing traffic information to the arrival aircraft and obtain a read back of the hold short instruction (be aware that pilots may not be able to accept a LAHSO clearance if it is issued when the aircraft is below 1,000' above ground level)
- (2) Plan for all arrivals to use the full length of the runway until a LAHSO clearance has been issued and accepted. This may require the issuance of appropriate hold short instructions to affected crossing aircraft until the arrival has acknowledged the LAHSO clearance
- (3) Issue traffic information to the aircraft crossing the runway and obtain an acknowledgement.

## **Section 3. Potential Problem Areas**

### **5-3-1. Potential Problem Areas**

- (a) The following are potential problem areas when working Local Control:
  - (i) Aircraft back taxiing on Taxiways B and N may experience a “nose-to-nose” conflict with aircraft exiting the runways via the high-speed taxiways.
  - (ii) Aircraft executing north runway complex go-around may require a point-out to the A80 Satellite sector (due to the FTY airspace cutout), particularly during hot summer months when aircraft climb rates are reduced.
  - (iii) Aircraft executing center runway complex go-arounds will require immediate coordination with adjacent positions based upon operational and weather conditions.

# Chapter 6. Traffic Management

## Section 1. Position Information

### 6-1-1. Objective

- (a) The objective of local traffic management is to maintain an efficient balance between system capacity and system demand during events. The primary goal of the Traffic Management Coordinator (TMC) is to ensure the optimum flow of departing aircraft by balancing departure demand with airport capacity. The TMC serves as the ATL operational specialist in coordinating with the Atlanta Air Route Traffic Control Center (ZTL), Atlanta Large TRACON (A80), and users of the VATSIM Network.
- (b) The primary functions of the TMC are as follows:
- (i) Monitor
    - (1) TMCs shall monitor their specific area of responsibility as well as the general condition of the air traffic system and its relationship to the position assigned.
  - (ii) Analyze
    - (1) TMCs shall analyze all factors that have an effect on the position. Apply general air traffic and position specific knowledge to determine what constraints are being placed on the air traffic system. The TMC will determine a safe and effective course of action to mitigate identified system constraints
  - (iii) Implement
    - (1) The course of action formulated by a TMC shall be implemented in a timely manner. All system users must be equitably served when Traffic Management Initiatives (TMIs) are implemented. The systems approach should be embraced when TMIs are initiated to balance demand with capacity. Make a reasonable attempt to distribute delays equitably among all flights affected by specific traffic management initiatives. Implement restrictions that will adequately mitigate system problems and minimize user impact
  - (iv) Document
    - (1) The TMC shall document all pertinent information, including reportable delays, in the National Traffic Operations System (NTOS).

### 6-1-2. Frequencies

Position	Frequency
TMU	118.700

### 6-1-3. Position Duties and Responsibilities

(a) Traffic Management Coordinator:

- (i) Perform pre-duty familiarization to gain an overview of existing and forecast weather, projected traffic, current and expected restrictions, special operations, etc.
- (ii) Establish the Airport Departure Rate (ADR) and relay as appropriate
- (iii) Initiate Traffic Management Initiatives when needed. Conditions that require TMIs include:
  - (1) Airport demand that exceeds airport capacity
  - (2) Meteorological events that may disrupt normal air traffic flows or restrict capacity
  - (3) Airport event reducing airport capacity (closed runway, disabled aircraft, etc.)
  - (4) Any event that may disrupt the normal flow of traffic
- (iv) The principal TMI options of the TMC are:
  - (1) Reroutes / Coded Departure Routes (CDRs)
  - (2) Modifying the departure split
  - (3) Reduce Arrival or Departure Rates
  - (4) Termination of arrivals / departures

**Note** – This list is not all-inclusive and does not preclude the innovative application of other procedures that may be dictated by a specific situation. Bear in mind that some of the options listed above are very restrictive and should be used only when no other alternatives are available. Utilize available resources to analyze departure splits and recommend splits to CIC to ensure balanced departure traffic flows
- (v) Initiate planned and tactical conferences with ZTL, and A80 outlining the ATL operation.
- (vi) Coordinate ground stops (GSs), approval requests (APREQs), ground delay programs (EDCTs) and mile-in-trail restrictions (MIT) with affected control positions, as required.
- (vii) Relay ZTL imposed mile-in-trail restrictions to A80 TMC.
- (viii) Enter pertinent restrictions into NTOS.
- (ix) Advise ZTL TMU when departure delays exceed 15 minutes and of any 15-minute increase / decrease thereafter. Document delay information into the NTOS.
- (x) Inform the A80 CIC when an aircraft not subject to a ground delay program receives a delay in excess of 90 minutes.

# Chapter 7. Controller-In-Charge

## Section 1. Position Duties and Responsibilities

### 7-1-1. Position Duties and Responsibilities

- (a) This position is opened during events only. At other times, the CIC combines to LC-1. During events, the CIC shall:
- (i) Be responsible for the tower and supervise all phases of the operation.
  - (ii) Determine the direction of operation (e.g., East or West) and designate the active runways. Changing direction of operation requires coordination with A80. Consider current and forecast wind direction / velocity and minimizing aircraft delays.
  - (iii) Determine the departure split based upon weather and demand. A80 may request changes to the departure split due to weather areas impacting traffic flows or due to Special Traffic Management Procedures (e.g., NASCAR events, other sporting events, etc.)
  - (iv) Obtain current and forecast weather at the start of each shift
  - (v) Review NOTAMs and ensure that NOTAMs / advisories are disseminated.
  - (vi) Advise the A80 CIC when in receipt of information that may impact A80 operation
  - (vii) Make position assignments consistent with operational needs, including combining and de-combining positions of operation as required. Additionally, ensure personnel are provided appropriate relief periods
  - (viii) Review the ATIS broadcast message for completeness and accuracy
  - (ix) Comply with Traffic Management Initiatives
  - (x) Maintain awareness of special operations, such as, aerial photography, side-step operations, arrivals to a departure runway, etc.
  - (xi) Notify the A80 CIC and ZTL TMU when any of the following events occur:
    - (1) Departure delays exceed 90 minutes. This includes all delays except Ground Delay (EDCT) programs
    - (2) Gridlock or potential gridlock on the airport
    - (3) Significant reductions in airport capacity (AAR / ADR).

**Note** – The above list of events is not all inclusive.

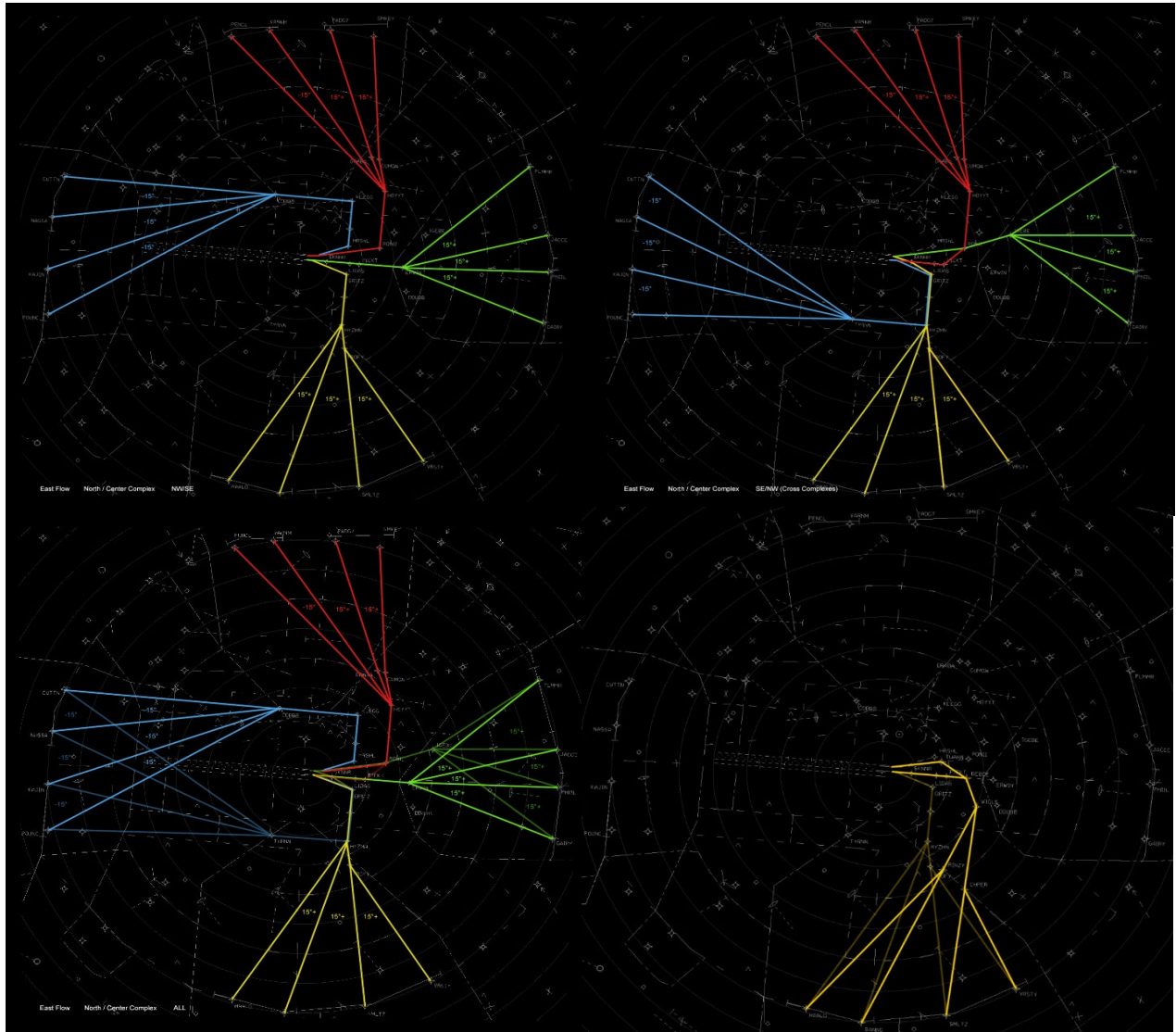
## Appendix A. Abbreviations / Acronyms / Identifiers

Abbreviation	Meaning	Abbreviation	Meaning
A80	Atlanta Large TRACON	AAR	Airport Arrival Rate
ALD	Available Landing Distance	ADR	Airport Departure Rate
AOA	At or Above	AOB	At or Below
APREQ	Approval Request	ARTCC	Air Route Traffic Control Center
ARTS	Automated Radar Terminal System	EDCT	Expect Departure Clearance Time
ESP	Enroute Spacing Program	ETA	Estimated Time of Arrival
ASDE-X	Airport Surface Detection Equipment, Model X	ETD	Estimated Time of Departure
CDM	Collaborative Decision Making	FDB	Flight Data Block
ATCSCC	Air Traffic Control System Command Center	ATCT	Airport Traffic Control Tower
ATIS	Automated Terminal Information Service	ATL	Hartsfield-Jackson Atlanta International Airport
CAT	Category of ILS	GC	Ground Control
CC	Cab Coordinator	GC-C	Ground Control Center
CD-1	Clearance Delivery 1	GC-N	Ground Control North
CD-2	Clearance Delivery 2	GC-S	Ground Control South
CDR	Coded Departure Route	CIC	Controller-In-Charge
GDP	Ground Delay Program	GM	Ground Meter
CWSU	Center Weather Service Unit	CWA	Center Weather Advisory
DA (DH)	Decision Altitude (Decision Height)	IDS	Information Display System
ILS	Instrument Landing System	D-ATIS	Digital-Automatic Terminal Information Service
DME	Distance Measuring Equipment	ROTG	RNAV-Off-The-Ground
DN	Delta North	LA/CA	Low Altitude Alert / Conflict Alert
LAHSO	Land and Hold Short Operations	LVMC	Low Visual Meteorological Conditions
LIMC	Low Instrument Meteorological Conditions	PDC	Pre-Departure Clearance
LLWAS	Low Level Windshear Alert System	PRM	Precision Runway Monitor
VS	Visual Separation	LC	Local Control

Abbreviation	Meaning	Abbreviation	Meaning
LOA	Letter of Agreement	MA	Missed Approach
LUAW	Line Up and Wait	MIT	Miles In Trail
PIREP	Pilot Report	MON	Final Radar Monitor
RVR	Runway Visual Range	MSAW	Minimum Safe Altitude Warning
RWY	Runway	MVA	Minimum Vectoring Altitude
SAT	Satellite Sector	NAS	National Airspace System
SFC	Surface	NC	North Cargo
SC	South Cargo	NOTAM	Notice to Airmen
SIA	Status Information Area	SOP	Standard Operating Procedure
SIGMET	Significant Meteorological Information	SVFR	Special Visual Flight Rules
SILS	Simultaneous Instrument Landing System	TDWR	Terminal Doppler Weather Radar
SVA	Simultaneous Visual Approach	TMU	Traffic Management Unit
TechOps	Technical Operations	TOC	Delta Technical Operations Center (Jet Base)
TMC	Traffic Management Coordinator	TRACON	Terminal Radar Approach Control
VA	Visual Approach	VMC	Visual Meteorological Conditions
VFR	Visual Flight Rules	VR	Visual Approach with Radar Separation still required
VHF	Very High Frequency	ZTL	Atlanta Air Route Traffic Control Center

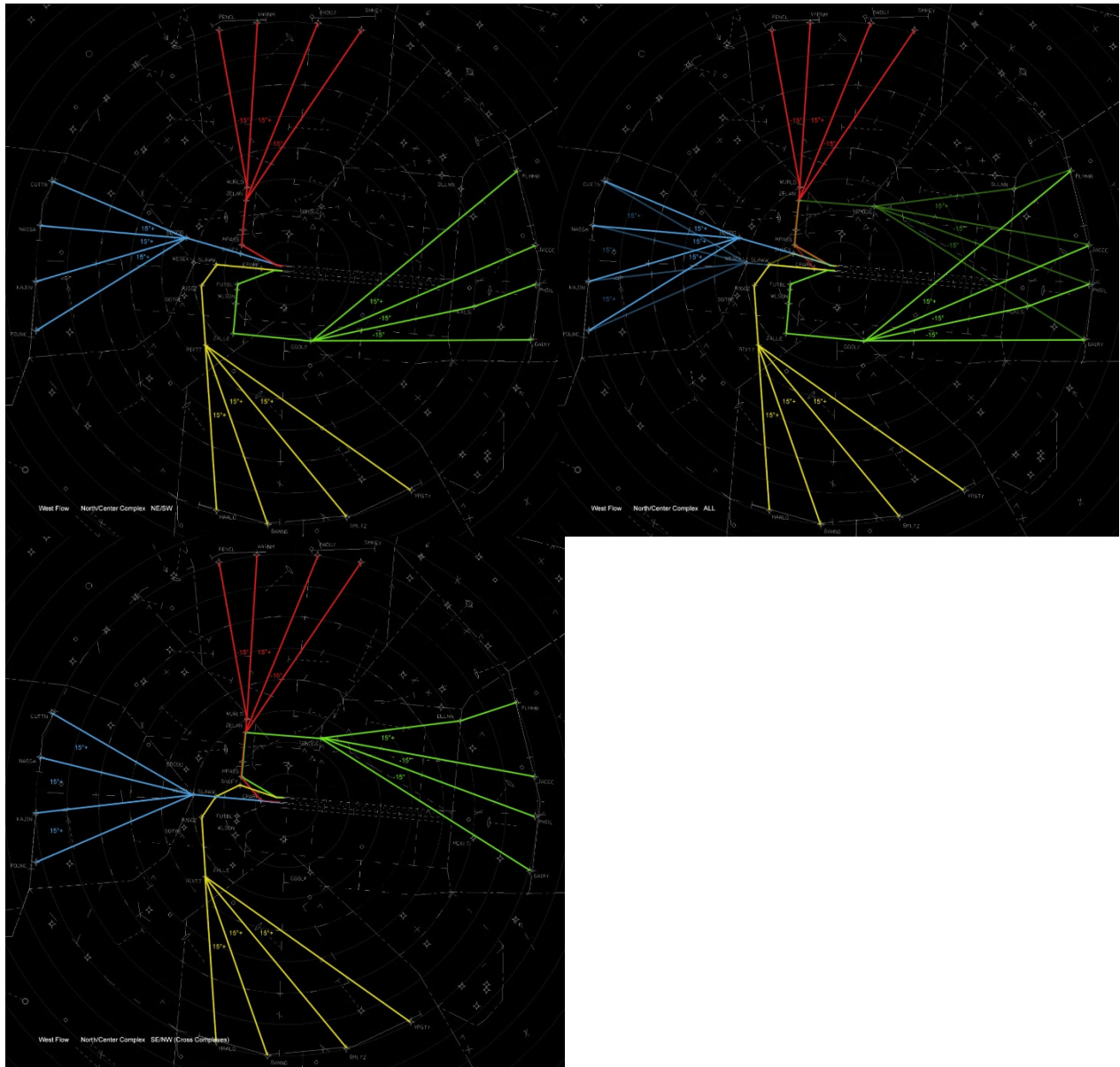
# Appendix B. ROTG Routes

## East Ops

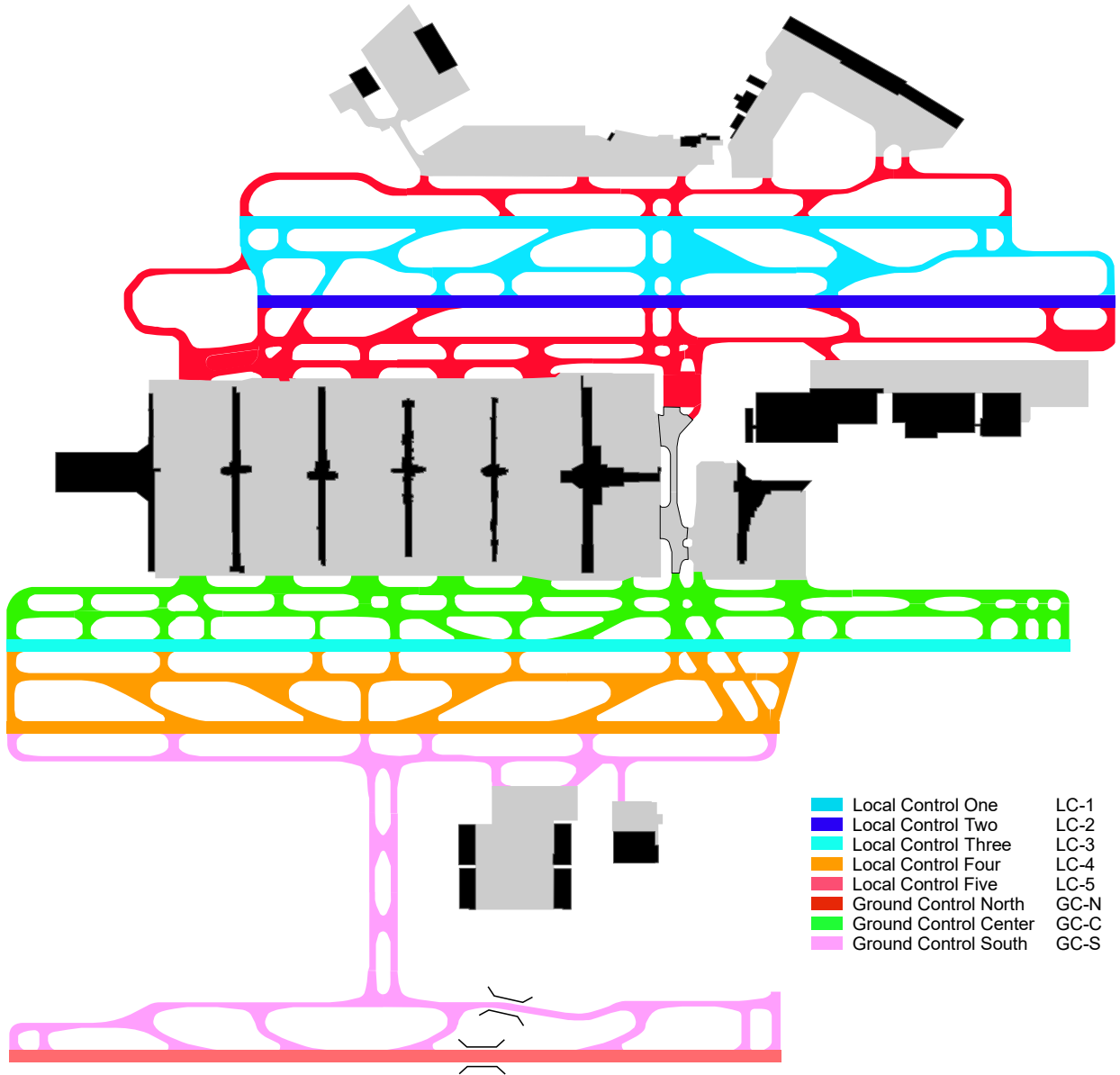




# West Ops

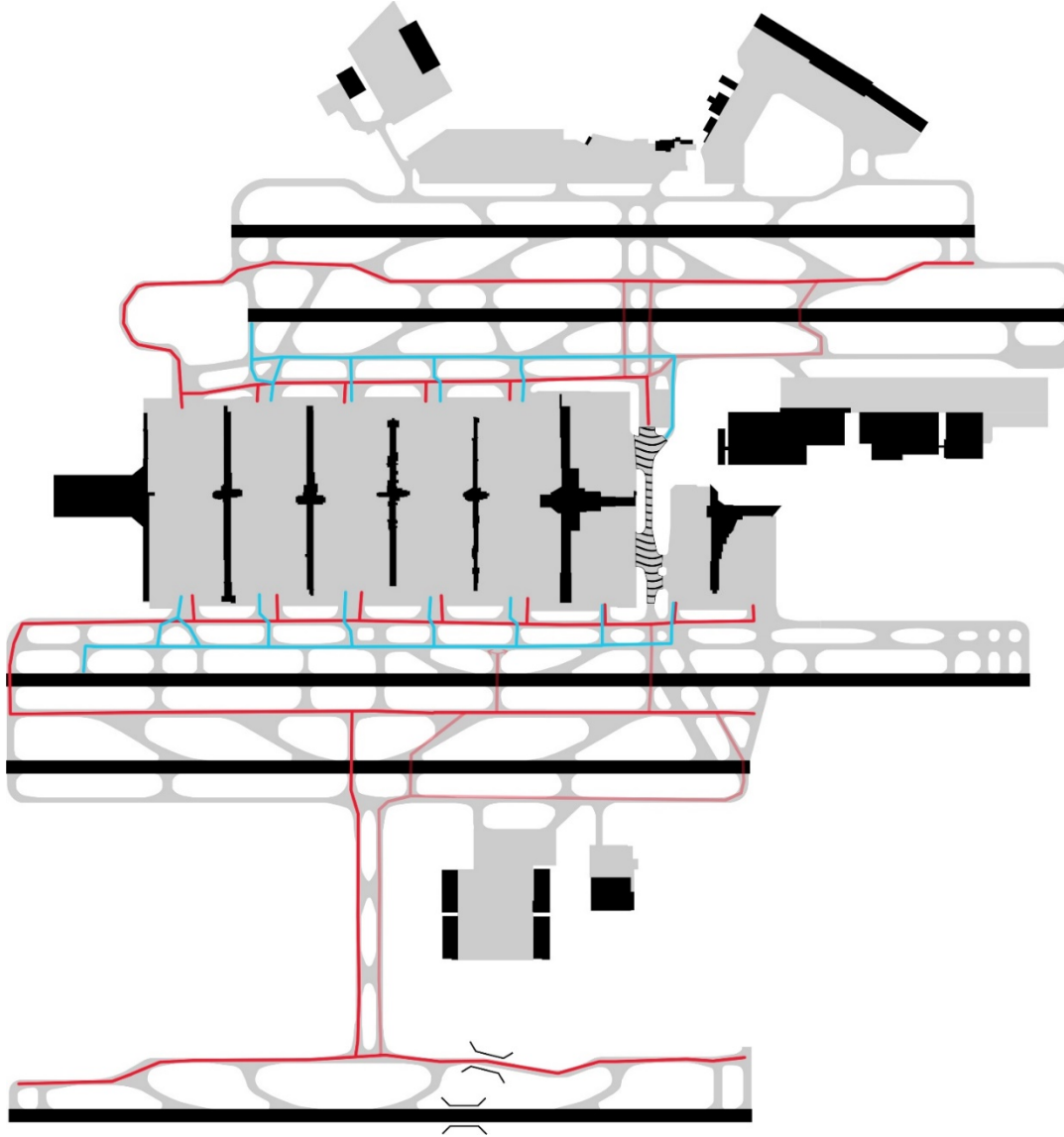


# Appendix C. Areas of Jurisdiction



## Appendix D. Taxi Flows

### East Flow



#### Notes:

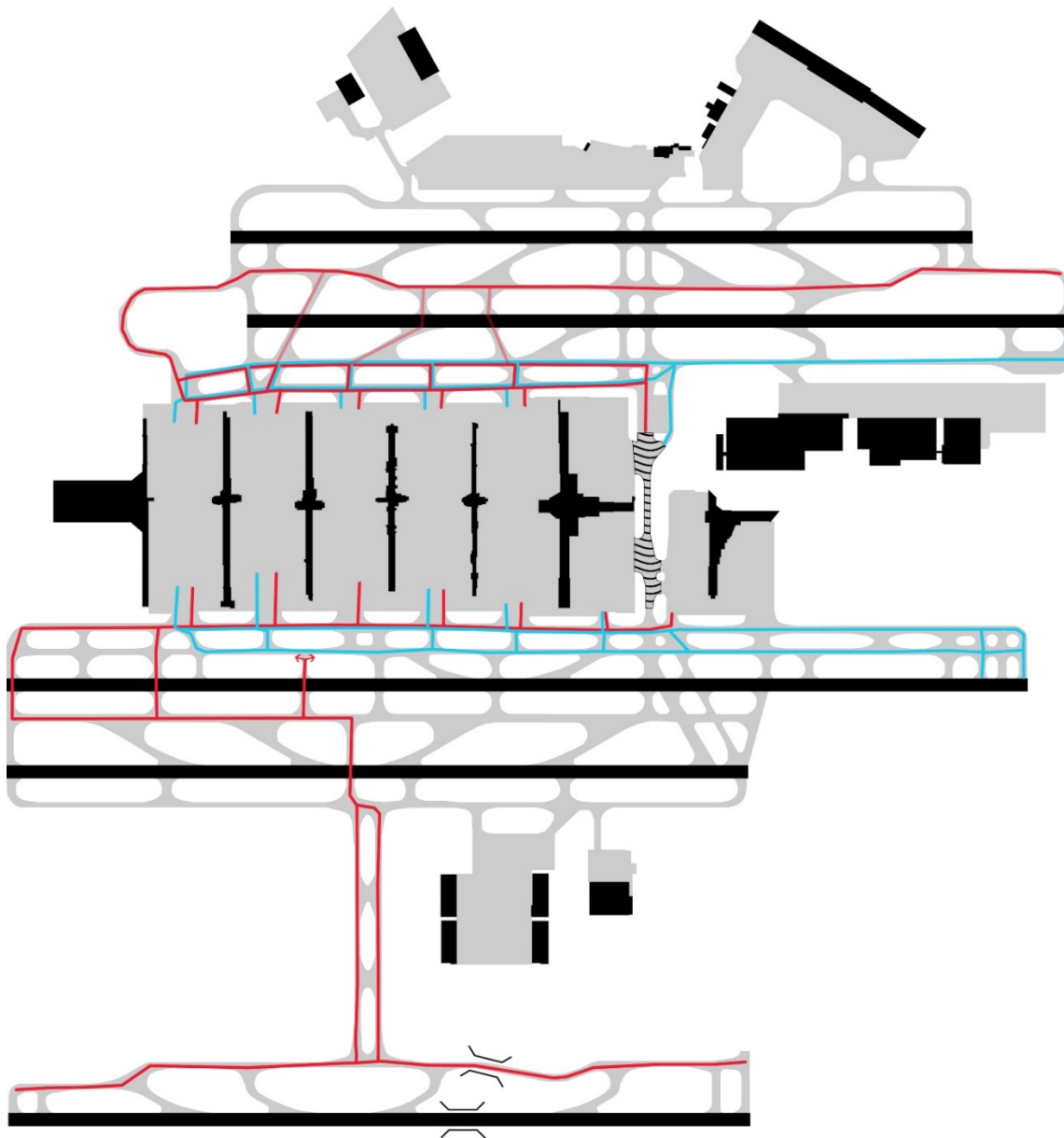
Applicable for East Operations Only.

Lighter Red Lines indicate arrival flows when departure demand is light.

Darker Red Lines indicate arrival flows when departure demand is heavy.

Cyan Lines indicate departure flows. When center/south complex arrival demand is light, departures may be taxied to runway 9L at full length via taxiways L or M.

## West Flow



Notes:

Applicable for West Operations Only.

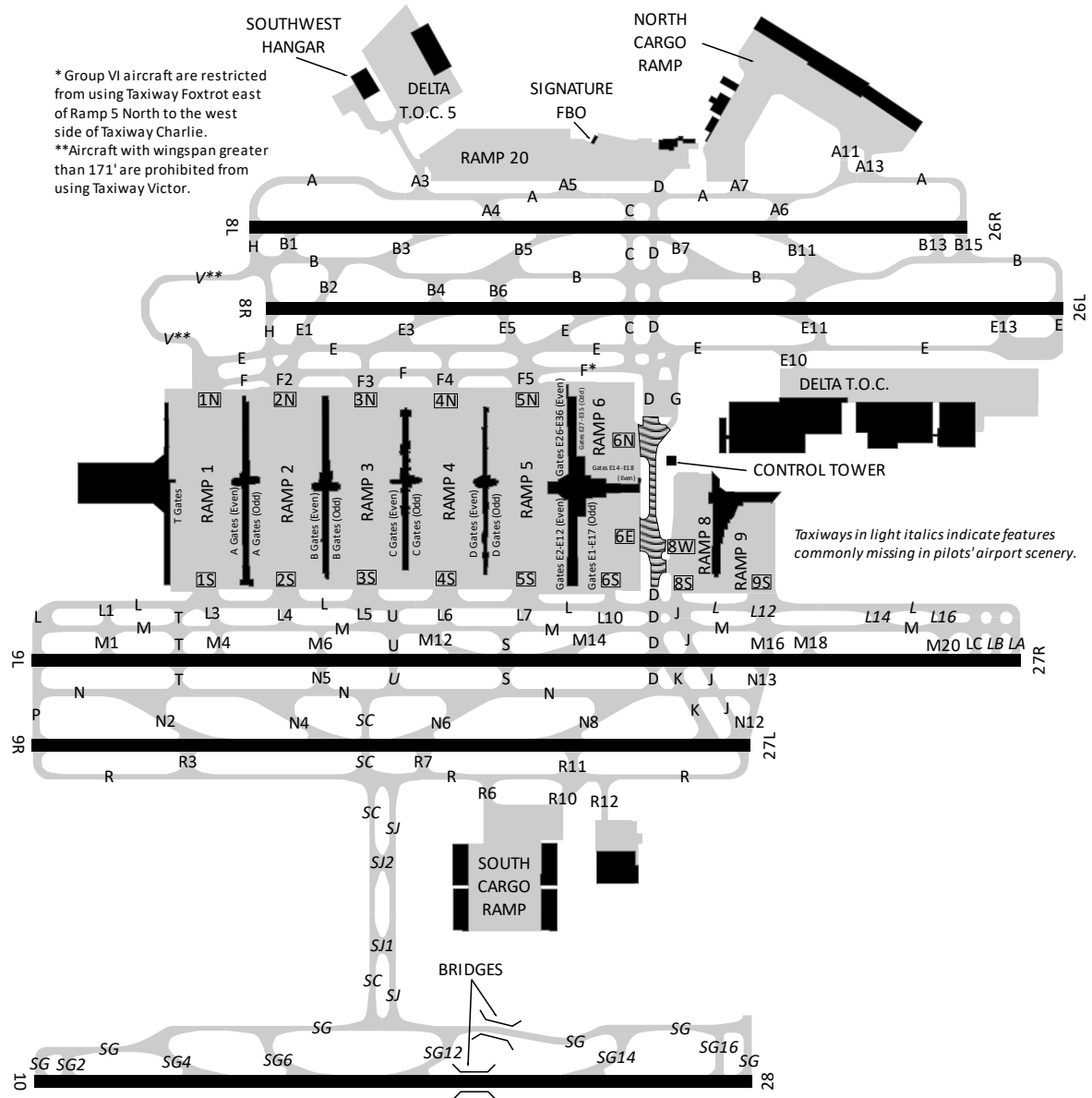
Lighter Red Lines indicate arrival flows when departure demand is light.

Darker Red Lines indicate arrival flows when departure demand is heavy.

Cyan Lines indicate departure flows.

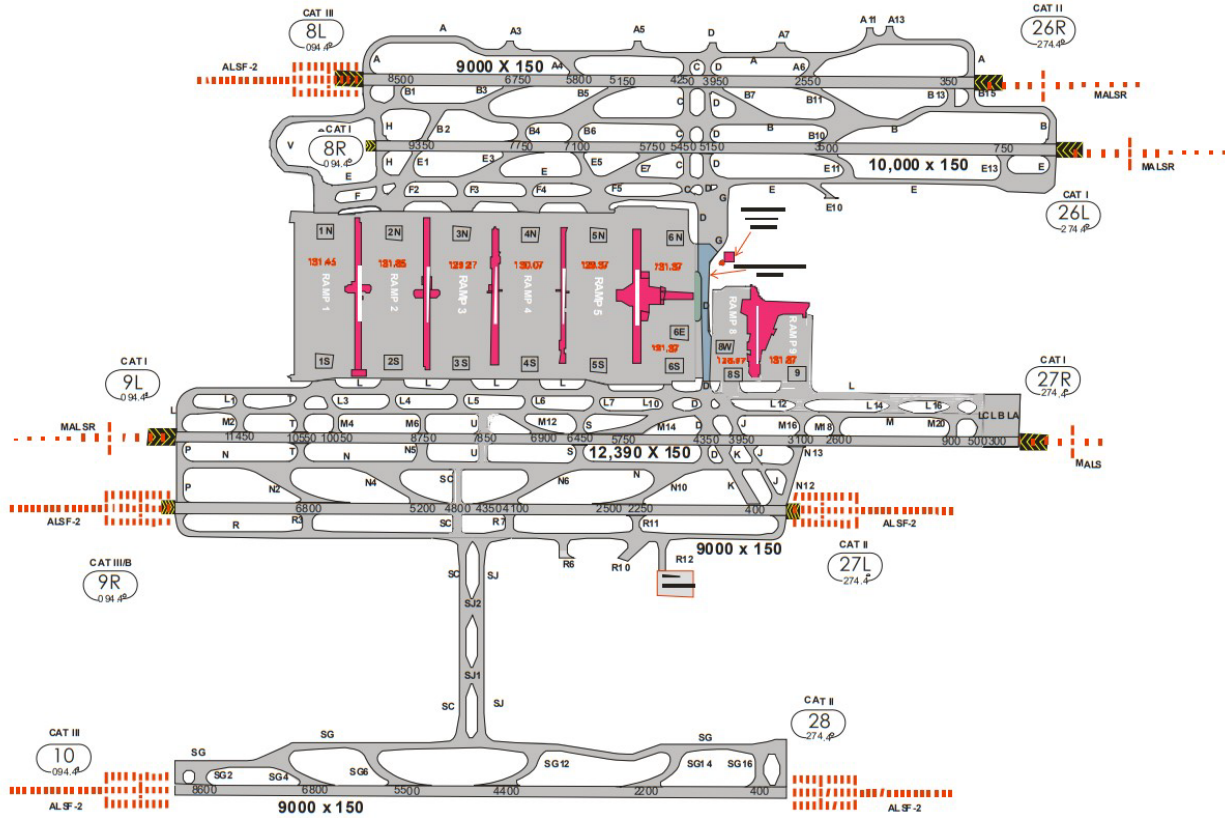
# Appendix E. Airport Diagram

*(Includes scenery discrepancies)*



# Appendix F. Runway Distance Remaining

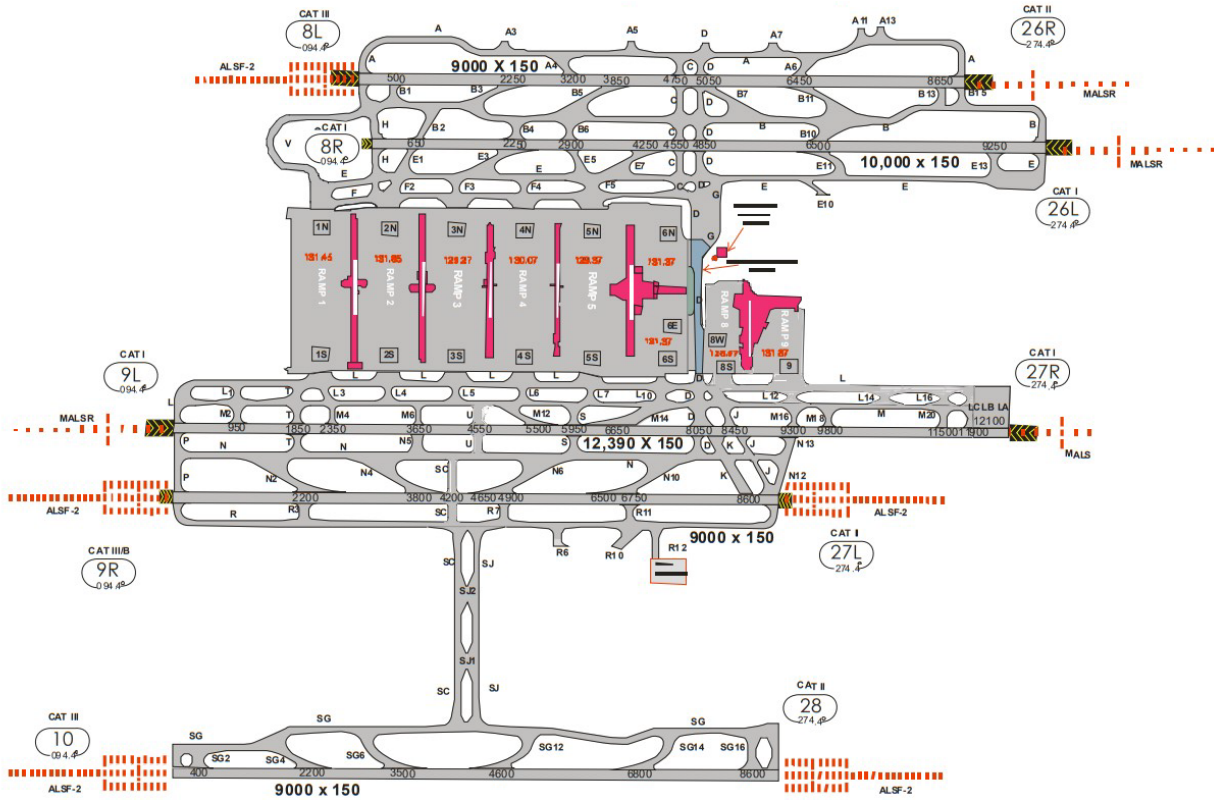
## East Ops



Runway Distance Remaining – East Operations

Runway 8L		Runway 8R		Runway 9L		Runway 9R		Runway 10	
B1	8500	E1/B2	9350	M2	11450	N2/R3	6800	SG2	8600
B3	6750	E3/B4	7750	T	10550	N4	5200	SG4	6800
A4	5800	E5/B6	7100	M4	10050	SC	4800	SG6	5500
B5	5150	E7	5750	M6/N5	8750	N6	4350	SG12	4400
C	4250	C	5450	U	7850	R7	4100	SG14	2200
D/B7	3950	D	5150	M12	6900	N10	2500	SG16	400
B11	2550	E11/B10	3500	S	6450	R11	2250		
B13	350	E13	750	M14	5750	K	400		
				D/K	4350				
				J	3950				
				M16/N13	3100				
				M18	2600				
				M20	900				
				LC	500				
				LB	300				

# West Ops

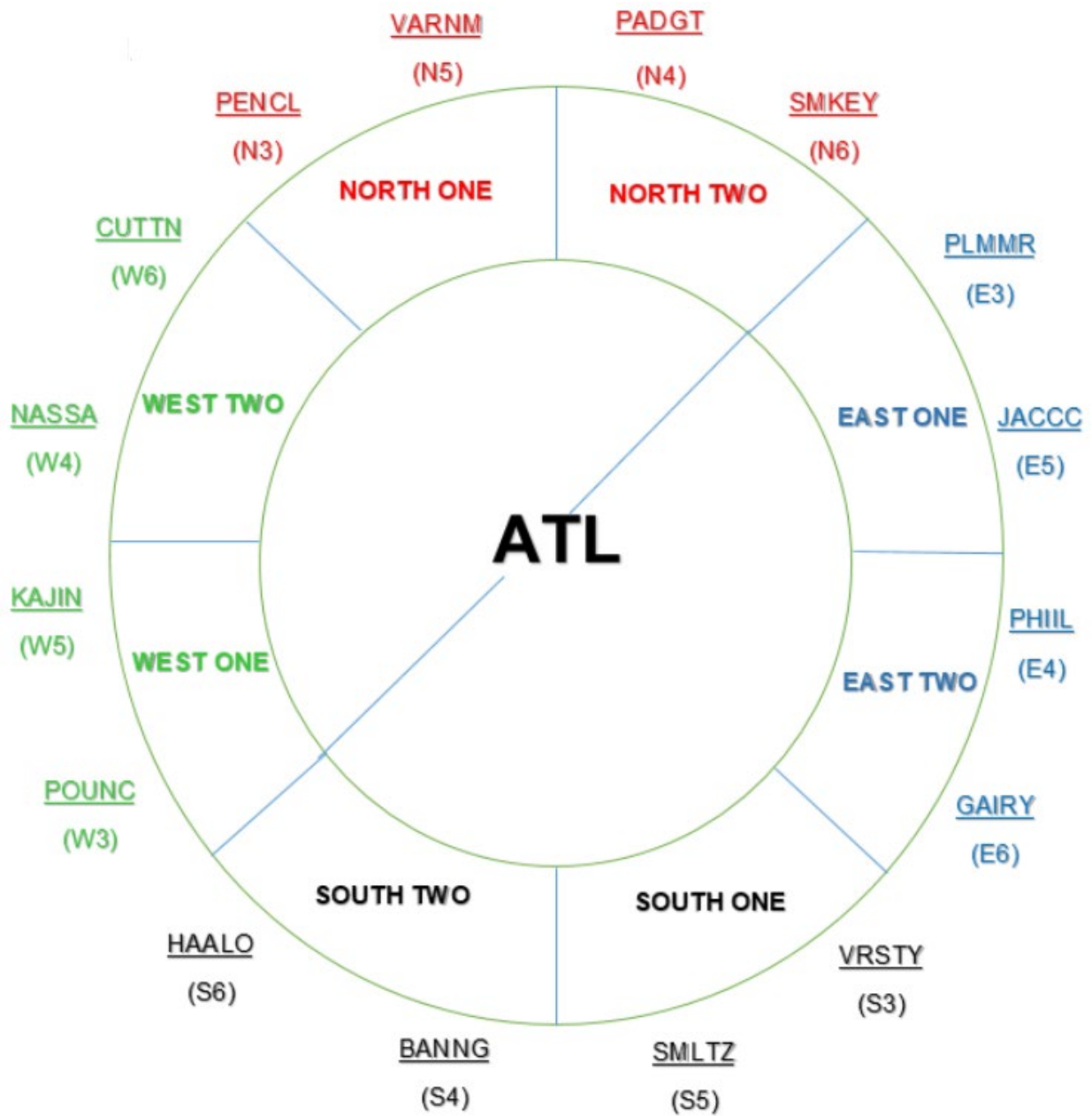


*Runway Distance Remaining – West Operations*

Runway 26R		Runway 26L		Runway 27R		Runway 27L		Runway 28	
B13	8650	E13	9250	LB	12100	K	8600	SG16	8600
B11/A6	6450	E11/B10	6500	LC	11900	R11	6750	SG14	6800
D/B7	5050	D	4850	M20	11500	N10	6800	SG12	4600
C	4750	C	4550	M18	9800	R7	4900	SG16	3500
B5	3850	E7	4250	M16/N13	9300	N6	4650	SG4	2200
A4	3200	E5/B6	2900	J	8450	SC	4200	SG2	400
B3	2250	E3/B4	2250	D/K	8050	N4	3800		
B1	500	E1/B2	650	M14	6650	N2/R3	2200		
				S	5950				
				M12	5500				
				U	4550				
				M6/N5	3650				
				M4	2350				
				T	1850				
				M2	950				



## Appendix G. Departure Exit Fixes



*\*Standard Departure Split is:  
NORTH/WEST GATES via NORTH COMPLEX  
SOUTH/EAST GATES via CENTER COMPLEX*

*This is amendable by the CIC.*



## **Appendix H. Position Relief Briefing**

### **Appendix H-1: Flight Data/Clearance Delivery Checklist:**

- 1) Status Information Areas: Applicable IDS and PIREP page, etc.
- 2) Equipment Status: Radios (proper frequencies (de)selected), Visibility Range and Center, ATIS, RADAR(s), etc.
- 3) Staffing: Adjacent and inter-facility staffing.
- 4) Airport Conditions: Airspace configuration, Runway(s) in use, runway/taxiway closures, etc.
- 5) Airport Activities: Gate hold procedures, braking action reports, etc.
- 6) Weather: Trends, Windshear, ATIS, PIREPs, SIGMETs, AIRMETs, etc.
- 7) Flow Control: Special programs, etc.
- 8) Special Activities: Events, Evaluations, Emergency, etc.
- 9) Special Instructions: Coordination, CIC instructions, etc.
- 10) Training in Progress.
- 11) Traffic Information:
  - a) Aircraft standing by for clearance or TMU release, etc.
  - b) PDC eligible flight plans which have not yet been sent a PDC.
  - c) Coordination agreements with other positions

NOTE: There must be at least a 4 minute overlap during each position relief briefing: A minimum of 2 minutes prior to receiving the briefing and a minimum of 2 minutes at the end of the briefing. At the beginning of the 2 minutes prior to the briefing, the relieving controller must be monitoring the frequency. Upon completion of the briefing, the controller relieved must monitor the frequency for 2 minutes.

### **Appendix H-2: Ground & Local Control Checklist:**

- 1) Status Information Areas: Applicable IDS and PIREP page, etc.
- 2) Equipment Status: Radios (proper frequencies (de)selected), Visibility Range and Center, ATIS, RADAR(s), etc.
- 3) Staffing: Adjacent and inter-facility staffing.
- 4) Airport Conditions: Airspace configuration, Runway(s) in use, runway/taxiway closures, etc.
- 5) Airport Activities: Gate hold procedures, braking action reports, etc.
- 6) Weather: Trends, Windshear, ATIS, PIREPs, SIGMETs, AIRMETs, etc.
- 7) Flow Control: Special programs, reportable CLT delays, etc.
- 8) Special Activities: Events, Evaluations, Emergency, etc.
- 9) Special Instructions: Coordination, CIC instructions, LUAW, LAHSO, etc.
- 10) Training in Progress.
- 11) Verbally State Runway Status: Unavailable, closed, or occupied.
- 12) Traffic Information:
  - a) Status of each aircraft and/or vehicle.
  - b) Point-outs.
  - c) Aircraft affected by Traffic Management Initiatives.
  - d) Coordination agreements with other positions.
  - e) Aircraft holding or standing by for service.

NOTE: There must be at least a 4 minute overlap during each position relief briefing: A minimum of 2 minutes prior to receiving the briefing and a minimum of 2 minutes at the end of the briefing. At the beginning of the 2 minutes prior to the briefing, the relieving controller must be monitoring the frequency. Upon completion of the briefing, the controller relieved must monitor the frequency for 2 minutes.

## Appendix I. Arrival Scratchpad Entries

Entry	Definition
Blank Scratch Pad	Aircraft is conducting the type of approach that is advertised on the ATIS.
I	Aircraft is on an ILS approach when ILS approaches are not advertised on the ATIS.
V	Aircraft is on a visual approach when visual approaches are not advertised on the ATIS. <i><b>NOTE-</b> Entering "V" is optional when Visual Approaches are in use.</i>
VS	Aircraft is maintaining visual separation from traffic on a parallel final approach course.
VR	Aircraft is cleared for a visual approach and radar separation is being provided. <i><b>NOTE-</b> VR is only required when separation may compress to less than required separation and the Tower is expected to ensure separation either visually or by other means (i.e. Missed Approach, Go-Around, Break-Out).</i>
G	Aircraft is on an RNAV (GPS) approach when RNAV (GPS) approaches are not advertised on the ATIS.
Z	Aircraft is on an RNAV (RNP) Z approach when RNAV (RNP) Z approaches are not advertised on the ATIS.
L	Aircraft is executing a LOC only approach.
LA	Aircraft executing a low approach.
MED	Aircraft is requesting Medevac priority.
27S	Aircraft assigned ILS Runway 27R Sidestep to Runway 27L.
9S	Aircraft assigned ILS Runway 9L Sidestep to Runway 9R.
TOC*	Aircraft is parking at the Delta Technical Operations Center
NC*	Aircraft is parking at North Cargo ramp
SC*	Aircraft is parking at South Cargo ramp
ΔN*	Aircraft is parking at Delta North ramp