

**DOCKET NO.: SA-517
EXHIBIT NO. 3-AA**

**NATIONAL TRANSPORTATION SAFETY BOARD
WASHINGTON, D.C.**

**GUAM CERAP ORDER 7220.10C, dated
JULY 29, 1997, GUAM CERAP POSITIONS OF
OPERATION AND RESPONSIBILITIES**

(10 pages)

ORDER

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
GUAM COMBINED CENTER/RADAR APPROACH CONTROL

ZUA 7220.10C

29 JULY 1997

SUBJ: GUAM CERAP POSITIONS OF OPERATION AND RESPONSIBILITIES

1. **PURPOSE.** This Order describes Guam CERAP position responsibilities, airspace areas, and local ATC procedures.
2. **DISTRIBUTION.** This Order is distributed to the Western-Pacific Air Traffic Division, Pacific Air Traffic HUB, NATCA - ZUA, Guam CERAP facility library and Sector Binders.
3. **CANCELLATION.** ZUA Order 7220.10B, same subject, dated 04/28/97 is canceled.
4. **EXPLANATION OF CHANGES.** New fixes from ATS Route changes effective 07/18/97 have been reflected on Attachments 2 and 3. R1 UHF frequency assignment has been changed to 269.5 for improved reception/transmission strength. D3 is responsible for computing ZOA boundary times for aircraft exiting ZUA airspace and advising applicable towers of R1/R4 sector status. All receiving positions will have control for turns not to exceed 30 degrees. R4 will no longer note departing aircraft's requested altitude in red in box 20. The altitude issued during clearance will be noted in black in box 20 at that time.
5. **EFFECTIVE DATE.** 29 July 1997.
6. **PROCEDURES.** General responsibilities for each position of operation are listed herein and are based on the premise that each controller is responsible for his/her assigned position and the control he/she exercises. A requisite part of this responsibility is coordination with others to ensure standard separation. This ORDER supplements the operating methods and procedures found in FAA Order 7110.65. Before deviating from these procedures, completed coordination shall be accomplished. Personnel shall notify the coordinator or Area Supervisor/Controller-In-Charge of any emergency, accident, incident, or equipment malfunction as soon as possible.
7. **ASSIGNMENT OF AIRSPACE.** (Attachment 1)
 - a. **Guam CERAP Terminal Area.** Airspace 17,000 ft. MSL and below within an area beginning at 13 58'N/144 46'E, along the 25NM ARC east of the UAM TACAN to 13 14'N/145 10'E, direct to 13 06'N/144 57'E, along the 25 NM ARC west of the UNZ VORTAC to 13 50'N/144 33'E direct to the point of the beginning. (Ref: Attachment 2)

b. Guam CERAP Enroute Area.

(1) **Sector R1 (Oceanic):** That airspace from the surface to infinity within a 250 NM radius of Mt. Santa Rosa radar site, excluding that airspace delegated to Sector R4, and the Guam CERAP Terminal Area. (Ref: paragraph 7a and 7b (2).)

(2) **Sector R4 (Domestic):** That airspace from the surface up to and including FL280 within a 100NM radius of the UNZ VORTAC which excludes the Guam CERAP Terminal Area. The airspace from the surface up to and including 17,000' MSL within a 35NM radius of the SN NDB which excludes the airspace within 100NM of UNZ VORTAC.

8. POSITIONS OF OPERATION, RESPONSIBILITIES, AND PROCEDURES.**a. General.**

(1) Specific position responsibilities for individual sectors are listed below. General responsibilities are outlined in FAA Order 7110.65, Chapter 2, *Team Position Responsibilities*.

b. "C-9" Coordinator.

(1) Coordinates and directs the activities of all positions of operation within the Guam CERAP.

(2) Observes and assists positions of operation to ensure maximum safety and the efficient flow of air traffic IAW established procedures and letters of agreement.

c. "AR" Arrival/Departure (Approach) Control.

(1) Know how to operate all radar function controls, i.e. CP/LP selectors, beacon code interrogators etc.

(2) Know how to change XMTRS / RCVRS from main to standby.

(3) AR Frequency Assignment:

(a) 119.8(primary)

(b) 269.5 w/override(primary)

(c) 259.4 MITO w/override

(d) 118.9

(4) Use of headset, and landline coordination are required for the operation of the AR position.

(5) Sector Traffic Flow Procedures:

(a) Shall vector aircraft toward/abeam terminal hand-off point, unless otherwise coordinated. All aircraft are released for climbs and turns not to exceed 30 degrees to Sector R4 after completion of handoff and communications transfer. Transfer communications to R4 as soon as practicable after completing handoff. (Terminal hand-off points are depicted in Attachment 2)

(b) Assign departing aircraft their filed altitude or 17,000' MSL, whichever is lower.

(c) Advise Sector D3/R4 of departure time, and requested altitude for all aircraft departing Terminal Airspace.

(d) Shall advise GUM and UAM ATCT's when position is opening or closing and frequencies in use.

(e) Combines to Sector R4, when directed by the ASIC/CIC.

(6) Backup Communications:

(a) UHF/VHF Transceivers are located above the AR scope.

d. "AD" Arrival/Departure Flight Data/Radar Associate.

(1) This is a combined arrival/departure flight data and radar associate controller position. This position shall be operated by a qualified radar controller current on the AR position.

(2) Assist the AR controller as needed.

(3) Issue departure procedures/restrictions/releases after coordination with the AR controller.

(4) Forward to the D3/R4 controller departure times and altitude requests on all aircraft departing the terminal airspace.

(5) Inform the Enroute sector(s) of the runways in use at UAM/GUM.

e. Sector R1. Oceanic:

(1) Use of headset, and landline coordination are required for the operation of the R1 position.

(2) Combines to Sector R4, when directed by the ASIC/CIC.

(3) Continually monitors "emergency" frequencies 121.5 / 243.0.

(4) Utilizes the Micro-EARTS IAW national and local standards.

(5) Know how to change XMTRS / RCVRS from main to standby.

(6) R1 Frequency Assignments.

(a) 118.7

(b) 269.5

(7) Sector Traffic Flow Procedures:

(a) Descends all arriving aircraft, which are above FL290, that will enter Sector R4 within a 100NM radius of UNZ, to FL290 (pilot's discretion descent allowed) prior to effecting hand-off with sector R4.

(b) Descends all arriving aircraft which are above 10,000' MSL, that will enter Sector R4 within a 35NM radius of the SN NDB, to 10,000' MSL, (pilot discretion descent allowed) prior to effecting hand-off with Sector R4.

(c) Aircraft are released to Sector R4 for descent and turns not to exceed 30° left/right of track upon completion of handoff and communications transfer to R4.

(d) Shall provide aircraft flight data information, to include altitude and estimate for the transfer of control point, to Sector R4 fifteen minutes prior to that aircraft crossing the lateral boundary of Sector R4 for aircraft that are not radar-identified.

(e) Shall provide aircraft flight data information, to include altitude and estimate for the transfer of control point, for aircraft that will cross the lateral boundary of Sector R4 within 100NM of UNZ which are below FL290, to Sector R4 fifteen minutes prior to that aircraft crossing the lateral boundary of Sector R4.

(f) Shall provide aircraft flight data information, to include altitude and estimate for the transfer of control point, for aircraft that will cross the lateral boundary of Sector R4 within 35 NM of SN NDB which are below 10,000 MSL, to Sector R4 fifteen minutes prior to that aircraft crossing the lateral boundary of Sector R4.

(g) Shall provide flight data information IAW Attachment 3 of this Notice, to Sector R4, for aircraft not referenced in paragraphs 7(d), 7(e), and 7(f) above, prior to initiating a handoff to Sector R4.

(8) Backup Communications:

(a) A VHF/UHF transceiver is located on the C-9 coordinator console.

f. Sector R4, Domestic:

(1) Use of headset and landline coordination are required for the operation of the R4 position during the time periods Sector R1 or AR are de-combined.

(2) Utilizes the Micro-EARTS IAW national and local standards.

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(3) Know how to change XMTRS / RCVRS from main to standby.

(4) R4 Frequency Assignments:

(a) 118.4 (GSN)

(b) 120.5

(c) 263.0

(d) 290.5 (GSN)

(5) Sector Traffic Flow and Procedures when Sector R1 is decombined:

(a) Shall annotate aircraft's departure time on the Sector R1 flight progress strip, and forward the flight progress strip to Sector R1.

(b) Climbs aircraft, that will exit the lateral boundary of Sector R4 within 100NM radius of UNZ to their filed altitude or FL280, whichever is lower.

(c) Climbs *radar-identified* aircraft, that will exit the lateral boundary of Sector R4 within 35 NM radius of SN NDB to their filed altitude or 17,000' MSL, whichever is lower.

(d) Shall not climb aircraft which are *not* radar-identified, that will exit the lateral boundary of Sector R4 within 35NM radius of SN NDB, above 9000' MSL without prior verbal coordination with Sector R1.

(e) Shall have control of aircraft for descent and turns not to exceed 30 degrees after accepting a hand-off from Sector R1.

(f) Shall center the radar display on CULPS intersection, and operate the radar display on a 150NM scale.

(g) May use a *terminal* flight progress strip (FAA Form 7230-8) in lieu of *enroute* flight progress strip (FAA Form 7230-19).

(6) Sector Traffic Flow and Procedures when AR is decombined:

(a) Descends aircraft to 6000' MSL. Aircraft will be vectored at/abeam an established hand-off point. After completion of handoff and communications transfer to AR, aircraft are released to AR for turns not to exceed 30 degrees and descent. (Terminal hand-off points are depicted in Attachment 2).

(b) Will have control of aircraft for turns not to exceed 30 degrees and climb after accepting a hand-off from Approach Control.

(7) Backup Communications:

- (a) A VHF/UHF transceiver is located on the C-9 coordinator console.

g. Sector D3, Enroute Data/Radar Associate:

(1) Procedures when Sector R1 is decombined:

- (a) Shall advise appropriate towers of sector status and departure frequencies being used.
- (b) Will be the Radar Associate Controller, for Sector R1 or for Sector R4, at the ASIC/CIC's direction.
- (c) Shall prepare a flight progress strip for Sector R4, in accordance with Attachment 3.
- (d) Shall compute ZOA boundary estimates for aircraft exiting ZUA airspace.
- (2) Monitors the teletype/flight data equipment for aircraft flight plans/control information, weather information, and other data, then disseminates this information as needed. Administrative messages shall be placed in the "out" basket at the supervisor's desk.
- (3) Posts the current weather and ATIS code at the R4 and AR positions.
- (4) Prepare as necessary, Enroute and terminal flight progress strips, then posts or delivers the strips to the proper control position.
- (5) Ensures all duties are complete before being relieved from the position, unless accepted by the relieving controller.
- (6) Changes teletype/flight data equipment paper as needed.


h. Watch Supervisor / CIC

- (1) Supervise, and be aware of the control room operation and supplement controller staffing as needed.
- (2) Rotate controllers as needed.
- (3) Keep controllers/coordinators apprised of potential or actual problem areas, operationally or with equipment.
- (4) Approve or disapprove "spot" annual leave requests or sick leave requests for the already published schedule period to ensure adequate controller staffing and forward all other leave requests to the schedule coordinator. ASICs/CICs shall not approve annual leave based on the provision of an ASIC being counted for staffing without prior approval from the affected ASIC.

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- (5) Ensure adequate controller staffing for the next shift.
- (6) Counts traffic on the midnight shift for the previous calendar day's traffic.
- (7) Prepare the following day's sign on log (FAA Form 7230-4) and position logs (FAA Form 7230-10) on the evening shift.
- (8) Ensure all facility log entries are made using the proper formats and abbreviations.
- (9) Keep the AT Manager informed of any pertinent information.
- (10) Verify the Status Information Area (SIA) is current and that all information contained in the SIA is correct.
- (11) Monitor the Micro-EARTS System Monitoring Console (SMC) during time frames where Airway Facility personnel are not on duty in the CERAP. The ASIC/CIC shall report all *critical* (yellow highlighted) messages to Honolulu MCC.
- (12) Ensures the Message Distribution Terminals (MDTs) are secure and operational. Reports any abnormality with the MDTs to AF personnel.

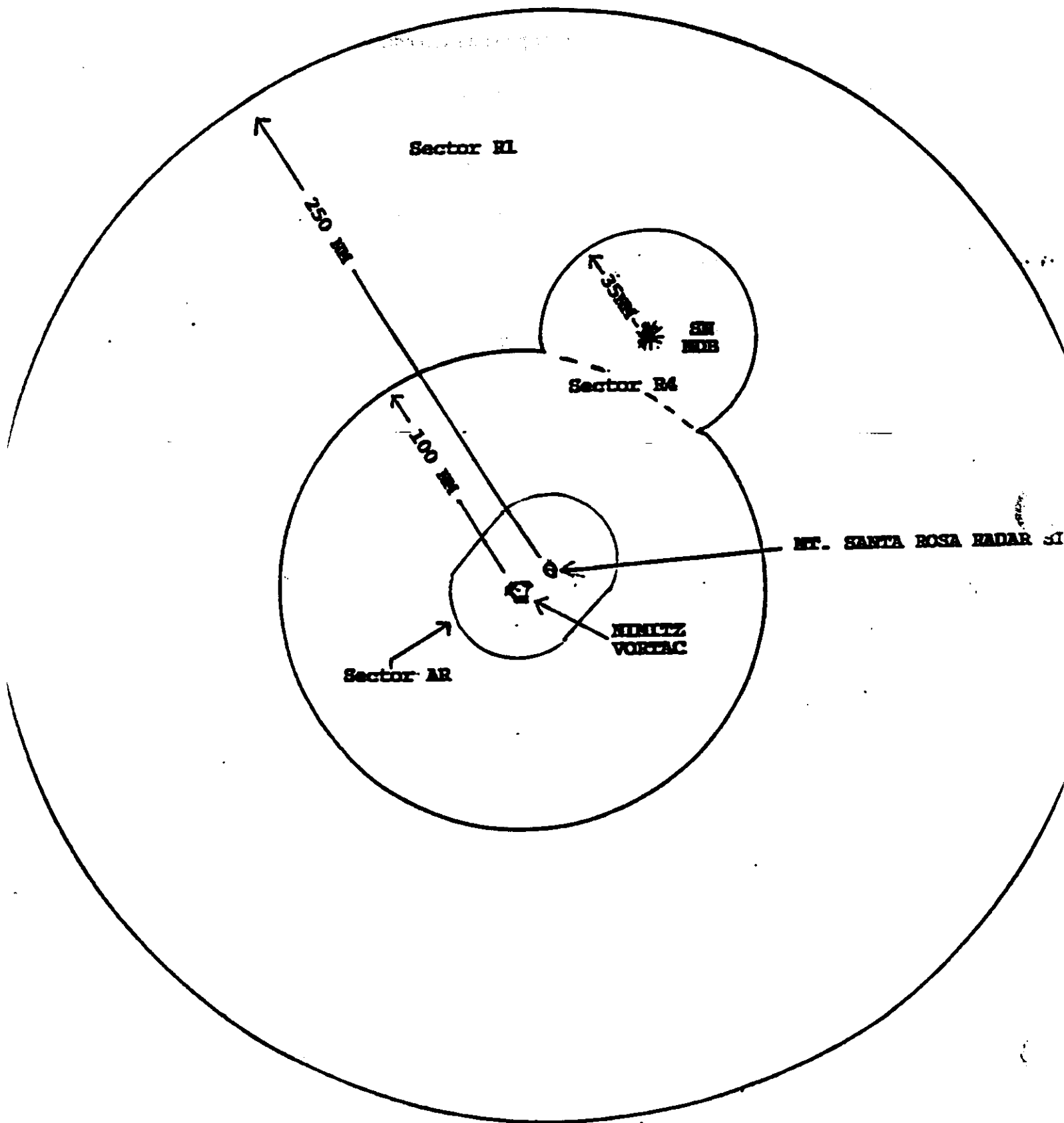

Charles T. Cornelison
Air Traffic Manager, Guam CERAP

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Attachment 1

GUAM CERAP AIRSPACE



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Attachment 3**STRIPS for R1/R4 SPLIT**

1. When Sector R1 is de-combined from Sector R4, flight progress strips for Sector R4 shall be prepared IAW this appendix.
2. The only information that needs to be placed on the strip is:
 - a. Aircraft ID.
 - b. Aircraft type, number if more than one, and *heavy* indicator if required.
 - c. For departing altitude, actual or requested.
 - d. Aircraft altitude, actual or requested.
 - e. For departing aircraft, aircraft route to the first named fix on the R4 lateral boundary, or to first fix outside of the lateral boundary in the event there is not a named fix on the lateral boundary, and aircraft destination.
 - f. For arriving aircraft, the transfer of control point and destination airport.
3. Examples are depicted below.

a) GSN Departure

NWA63	2163	S	PAYEE/RJAA			
H/B747	0500					
.84	310					