

**Factual Report – Attachment 5**  
**Circling Approach Phraseology Bulletin #18-19**

**AIR TRAFFIC CONTROL**

CEN17MA183



# Federal Aviation Administration

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## Memorandum

Date: [REDACTED] FEB 14 2018  
To: All Areas and TMU

SELF  
BRIEFING

From: [REDACTED] Jeffrey Szczygielski, Air Traffic Manager, New York TRACON  
Prepared By: Quality Assurance/Quality Control  
Subject: Circling Approach Phraseology; Bulletin #18-19

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With regard to issuing a circling approach clearance, instructing an aircraft to begin its turn *at* a specific point may not allow the aircraft to remain within protected airspace for circling.

However, instructing an aircraft to begin its turn *after* a specific point does allow the aircraft to remain within the protected airspace for circling, as the responsibility to comply with approach procedures remain with the pilot.

As a reminder and in accordance with 7110.65 Par. 4-8-6 c:

*Do not issue clearances...which might cause an aircraft to exceed the circling approach area distance from the runways within which required circling approach obstacle clearance is assured.*

This has been issued collaboratively between NATCA and the Agency.

All affected personnel will receive a mandatory self-briefing on the subject matter.

Attachment

#### 4-8-2. CLEARANCE LIMIT

Issue approach or other clearances, as required, specifying the destination airport as the clearance limit if airport traffic control service is not provided even though this is a repetition of the initial clearance.

**PHRASEOLOGY-**

*CLEARED TO (destination) AIRPORT*

#### 4-8-3. RELAYED APPROACH CLEARANCE

**TERMINAL**

Include the weather report, when it is required and available, when an approach clearance is relayed through a communication station other than an air carrier company radio. You may do this by telling the station to issue current weather.

#### 4-8-4. ALTITUDE ASSIGNMENT FOR MILITARY HIGH ALTITUDE INSTRUMENT APPROACHES

Altitudes above those shown on the high altitude instrument approach procedures chart may be specified when required for separation.

**NOTE-**

*To preclude the possibility of aircraft exceeding rate-of-descent or airspeed limitations, the maximum altitudes which may be assigned for any portion of the high altitude instrument approach procedure will be determined through coordination between the ATC facility concerned and the military authority which originated the high altitude instrument approach procedure.*

**REFERENCE-**

*FAA Order JO 7110.65, Para 4-7-5, Military Turbojet En Route Descent.*

#### 4-8-5. SPECIFYING ALTITUDE

Specify in the approach clearance the altitude shown in the approach procedures when adherence to that altitude is required for separation. When vertical separation will be provided from other aircraft by pilot adherence to the prescribed maximum, minimum, or mandatory altitudes, the controller may omit specifying the altitude in the approach clearance.

**NOTE-**

*Use FAA or NGA instrument approach procedures charts appropriate for the aircraft executing the approach.*

#### 4-8-6. CIRCLING APPROACH

**a.** Circling approach instructions may only be given for aircraft landing at airports with operational control towers.

**b.** Include in the approach clearance instructions to circle to the runway in use if landing will be made on a runway other than that aligned with the direction of instrument approach. When the direction of the circling maneuver in relation to the airport/runway is required, state the direction (eight cardinal compass points) and specify a left or right base/downwind leg as appropriate.

**PHRASEOLOGY-**

*CIRCLE TO RUNWAY (number),*

*or*

*CIRCLE (direction using eight cardinal compass points) OF THE AIRPORT/RUNWAY FOR A LEFT/RIGHT BASE/DOWNWIND TO RUNWAY (number).*

**NOTE-**

*Where standard instrument approach procedures (SIAPs) authorize circling approaches, they provide a basic minimum of 300 feet of obstacle clearance at the MDA within the circling area considered. The dimensions of these areas, expressed in distances from the runways, vary for the different approach categories of aircraft. In some cases a SIAP may otherwise restrict circling approach maneuvers.*

**c.** Do not issue clearances, such as “extend downwind leg,” which might cause an aircraft to exceed the circling approach area distance from the runways within which required circling approach obstacle clearance is assured.

#### 4-8-7. SIDE-STEP MANEUVER

**TERMINAL**

Side-step Maneuver. When authorized by an instrument approach procedure, you may clear an aircraft for an approach to one runway and inform the aircraft that landing will be made on a parallel runway.

**EXAMPLE-**

*“Cleared I-L-S Runway seven left approach. Side-step to runway seven right.”*

**NOTE-**

*Side-step maneuvers require higher weather minima/MDA. These higher minima/MDA are published on the instrument approach charts.*

**REFERENCE-**

*FAA Order JO 7110.65, Para 3-3-2, Closed/Unsafe Runway*