Honolulu Control Facility

OGG ATCT
Standard Operating Procedures

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DOCUMENT INFORMATION

Purpose

This document prescribes the procedures to be utilized for providing air traffic control services at the Kahului (Maui) Air Traffic Control Tower (OGG). The procedures described herein are supplemental to the Honolulu Control Facility Operating Policy and FAA Order JO 7110.65, as well as any published FAA guidelines or procedures.

Distribution

This order is distributed to all Pacific Control Facility personnel.

Responsibility

The Air Traffic Manager or their designee shall be responsible for the maintenance of this document and any policies that deviate from it.

Procedural Deviations

Exceptional or unusual requirements may dictate procedural deviations or supplementary procedures to this order. A situation may arise that is not adequately covered herein; in such an event use good judgment to effectively resolve the problem.

Updates and Changes

The Air Traffic Manager or their designee may post interim changes to this document in the form of notices via the PCF website and discord. Controllers are requested to check for any notices prior to controlling for changes in procedures.

Cancellation

This document cancels any relevant procedures or agreements previous to this one, beginning on the date of effectiveness of this document.

TABLE OF REVISIONS

DATE	REVISION	EDITOR/VERSION
04/01/2020	Initial Release	Ashar Hussain / HCF-2.A
07/--/2020	Departure instructions changed	Jordan Rash / HCF-2.B

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CHAPTER 1. OPERATIONAL POSITIONS

Table 1. OGG Operational Positions

Position	Radio Name	Callsign	Relief	Symbol	Frequency
Delivery*	**Maui Clearance**	**OGG_DEL**	**1**	**OC**	**120.600**
Ground*	**Maui Ground**	**OGG_GND**	**1**	**OG**	**121.900**
Tower*	**Maui Tower**	**OGG_TWR**	**1**	**OT**	**118.700**
North Approach	H-C-F Approach	OGG_N_APP	N1	ON	120.200
South Approach*	**H-C-F Approach**	**OGG_S_APP**	**S1**	**OS**	**119.500**

Bold/asterisk designates a primary position.

CHAPTER 2. CLEARANCE DELIVERY (CD)

2.1 Responsibilities

1. Issue ATC clearances to all IFR aircraft, and provide VFR aircraft with necessary information.

2.2 IFR Departure Instructions

2.2.1 IFR Departure Procedures

SID Name	Route Phraseology
BEACH#	"___ transition, then as ..."
BEACH#	"___ transition, then as ..."
HIAKA#	"Radar vectors _____, then as ..."
MAUI#	"Radar vectors _____, then as ..."
NPLII#	"SAKKI, then as ..."
ONOHI#	"___ transition, then as ..."
PUHEE#	"Radar vectors _____, then as ..."
STACY#	"Radar vectors _____, then as ..."
SWEEP#	"SWEEP, then as ..."

KEY	North Ops. Only
All Ops.	South Ops. Only

2.2.2 IFR Initial Altitudes

SID Name	Altitude Phraseology
BEACH#	"Climb via SID, except maintain 6000 …"
BEACH#	"Maintain 6000 …"
HIAKA#	"Climb via SID, except maintain 6000 …"
MAUI#	"Maintain 6000 …"
NPLII#	"Climb via SID, except maintain 6000 …"
ONOHI#	"Climb via SID, except maintain 6000 …"
PUHEE#	"Climb via SID, except maintain 6000 …"
STACY#	"Maintain 6000 …"
SWEEP#	"Climb via SID …"

KEY	North Ops. Only
All Ops.	South Ops. Only

2.2.3 IFR Preferred Routing

Destination	Routing
PHNL	MAUI# LNY JULLE#
PHTO	ONOHI# BARBY PARIS V15 ITO
PHKO	ONOHI# ONOHI VECKI#
PHLI	MAUI# LNY V15 NAPUA
PHMK	MAUI# MKK
PANC	APACK ZOULU *oceanic routing* BAITT NEELL6

2.2.4 IFR Departure Frequency

Ops.	Frequency
NORTH	ON (120.200)
SOUTH	OS (119.500)

2.2.5 Facility Beacon Codes

Positions	Beacon Range (Low-High)
OGG ATCT	5101 - 5177
OGG TRACON	5501 - 5577

2.3 VFR Departure Instructions

1. Instruct VFR aircraft remaining in the pattern to maintain VFR.
2. Instruct departing VFR aircraft to maintain VFR at or below 1,500.
3. VFR aircraft not remaining within the pattern and requesting flight following will be given a departure frequency.
    a. VFR aircraft departing north shall receive ON as their departure frequency.
    b. VFR aircraft departing east shall receive ON as their departure frequency.
    c. VFR aircraft departing south shall receive OS as their departure frequency.
    d. VFR aircraft departing west shall receive OS as their departure frequency.
4. Assign all VFR aircraft a facility-appropriate, unique Beacon Code in compliance with Section 2.2.5.

2.4 Ground Stops

1. If Ground Stops are in effect, inform the aircraft after issuance of clearance and acknowledgment there is a ground stop in effect and to monitor the CD frequency for further instructions.
2. Ensure you inform the aircraft their Estimated Departure Clearance Time (EDCT) if known, as well as the cause for the ground stop.
3. GC will notify CD when the aircraft can expect to taxi. Relay this to the pilot.
4. Once the aircraft is released from the ground stop, notify the aircraft *"Push and start at pilot's discretion. Contact Maui Ground (frequency) for taxi."*

2.5 Scratchpads Entries

SID Name	Scratchpad
BEACH#	BCH
HIAKA#	HKA
MAUI#	FIRST THREE LETTERS OF FIRST WAYPOINT
NPLII#	NPL
ONOHI#	ONH
PUHEE#	PHE
STACY#	FIRST THREE LETTERS OF FIRST WAYPOINT
SWEEP#	SWP
NO SID	FIRST THREE LETTERS OF FIRST WAYPOINT

CHAPTER 3. GROUND (GC)

3.1 Responsibilities

1. GC is responsible for the movement of all aircraft on the movement area to and from the runways.
2. GC has control of all taxiways except taxiway A between RWY 2 / 20 and RWY 5 / 23.
3. GC does not authorize pushbacks or startups unless the aircraft pushing back will enter a controlled area during pushback.
    a. In these instances, aircraft should be instructed *"Push and start approved, face (direction)."* The direction should keep the aircraft pointed in the direction the aircraft will taxi.
    b. If the pilot calls to push, and no controlled area will be penetrated, simply advise the pilot *"Push and start at pilot's discretion."*
4. GC shall ensure pilots have the current ATIS prior to the aircraft being handed off to Tower.
5. GC shall ensure aircraft are squawking Mode Charlie and their assigned beacon code prior to the aircraft being handed off to Tower.
6. GC shall assign RWY 2 / 20 to all Jet departures. RWY 5 / 23 may be assigned to Prop departures as needed.
7. GC shall ensure that Aircraft are properly sequenced by their direction of travel and A/C type.
8. GC shall ensure that all RWY crossings are coordinated with LC unless blanket crossings are in effect.

3.5 GC/LC Transfer Of Control

1. During a period of light or normal traffic, GC shall instruct aircraft to *"Contact Maui Tower (frequency)"*.
2. During a period of high traffic, LC may request GC to instruct aircraft to *"Monitor Maui Tower (frequency)"*.
    a. GC shall utilize the radar client's "Point out" feature to the appropriate LC controller to notify LC when a pilot has been given the monitor instruction.
    b. Alternatively, if agreed upon between the GC and LC controllers, GC may push a flight strip to the LC controller.

CHAPTER 4. LOCAL CONTROL/TOWER (LC)

4.1 Responsibilities

1. LC is responsible for aircraft operating on all runways and aircraft operating within LC designated control defined below.
2. LC has responsibility for the inner circle of the Kahului Class Charlie (5 miles) from surface up to and including 2,000 MSL.
3. LC has responsibility for taxiway A between RWY 2 / 20 and RWY 5 / 23.
4. LC has responsibility for active runway selection based on weather conditions.
5. Do not land or depart on runways with a tailwind component of more than 10 knots.
6. When in doubt about configuration, reference the real world configuration from FlightAware.
7. LC must coordinate runway configuration changes with TRACON. LC must wait for TRACON notification of readiness before executing the new runway configuration.
8. LC will not track or radar identify any departures or arrivals. Kahului is not a radar tower.
9. Special VFR operations are prohibited.

4.2 Departure Procedures

1. LC will provide separation for aircraft in the LC airspace.
2. LC shall provide initial radar separation between all successive departures.
3. LC will request departure releases from TRACON for all IFR departures.
4. LC may opt to use rolling calls if TRACON provides blanket releases.
5. LC will verbally hand IFR aircraft off to TRACON once the aircraft establishes a positive rate though 500ft MSL.
6. LC will ensure that all IFR aircraft are handed off to TRACON no later than ½ mile off the end of the departure runway.
7. VFR departures will remain with LC until leaving LC airspace. At which time, VFR departures requesting flight following will be verbally handed off to TRACON.
8. VFR departures not requesting flight following will be informed to remain clear of the Kahului Class Charlie and monitor unicom (122.800).
9. Line up and Wait (LUAW) is NOT authorized at Kahului.

4.3 Arrival Procedures

1. LC shall be responsible for separation of all arrival aircraft that have been handed off by TRACON from all departing aircraft still under LC jurisdiction.
2. LC shall be responsible for separation of all operating IFR aircraft under LC jurisdiction from all operating VFR aircraft within the Kahului Class Charlie.
3. Communication transfer must be completed prior to five nautical miles from the runway.
4. LC shall provide VFR arrivals with entry instructions into the pattern and the field altimeter.
5. Land and Hold Short (LAHSO) is NOT authorized at Kahului.

4.4 IFR Departure Headings

SID Name	Departure Phraseology
BEACH#	No departure instructions
BEACH#	No departure instructions
HIAKA#	“RNAV to HIAKA …”
MAUI#	“Fly heading 360 …”
NPLII#	“RNAV to WMAUI …”
ONOHI#	No departure instructions
PUHEE#	“RNAV to PUHEE …”
STACY#	“Fly runway heading …”
SWEEP#	No departure instructions

KEY	North Ops. Only
All Ops.	South Ops. Only

4.5 Departure Releases

1. LC will request a Departure Release to TRACON for all IFR departures unless blanket releases are in effect.
2. Departure Releases AND rolling calls will include the following content:
    a. Aircraft Callsign
    b. SID or Initial Waypoint
    c. Departure Runway
3. If Blanket Releases are in effect, a Rolling Call will be sent to TRACON for each IFR departure.

4.6 Missed Approaches/Go-Arounds

1. Assign runway heading and climb to 6,000.
2. Coordinate with TRACON for alternative headings / altitudes then handoff to TRACON.
3. Do not assign the published missed approach for IFR aircraft unless the pilot requests it and traffic allows, or it's requested by TRACON.

4.7 Closed Traffic

1. VFR aircraft may operate in the pattern at PHOG at or below 1,500 feet.
2. All aircraft in the pattern must receive a discrete beacon code.
3. Runway 2 right closed traffic.
4. Runway 5 left closed traffic.
5. Runway 20 left closed traffic.
6. Runway 23 right closed traffic.

4.8 “Contact” vs. “Monitor” Operations

1. During periods of high traffic, LC may request GC to instruct aircraft to monitor instead of contact LC.
2. When these operations are in effect, GC shall utilize the radar client’s “Point out” feature to the appropriate LC controller to notify LC when a pilot has been given the monitor instruction.
3. Alternatively, if agreed upon between the GC and LC controllers, GC may push a flight strip to the LC controller.

4.15 Approach Scratchpads

1. OGG uses a three letter format consisting of XYY where X identifies the type of approach and YY consists of the runway truncated to two characters. For example, Runway 02 ILS would be I2 while Runway 20 RNAV will be R20.

Type of Approach	Scratchpad Entry
Localizer	L
RNAV (GPS or RNP)	R
ILS	I
VOR	O
Visual	V
Overhead Break	B