



# **Anchorage ARTCC**

## **ANC 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 Anchorage Air Traffic Control Tower (ANC). The procedures described herein are supplemental to the Anchorage ARTCC 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.



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## CHAPTER 1. OPERATIONAL POSITIONS

Position	Radio Name	Callsign	Relief	Symbol	Frequency
<b>Delivery*</b>	<b>Anchorage Delivery</b>	<b>ANC_DEL</b>	<b>1</b>	<b>AD</b>	<b>119.400</b>
<b>Ground*</b>	<b>Anchorage Ground</b>	<b>ANC_GND</b>	<b>1</b>	<b>AG</b>	<b>121.900</b>
<b>Tower*</b>	<b>Anchorage Tower</b>	<b>ANC_TWR</b>	<b>1</b>	<b>AT</b>	<b>118.300</b>
Tower	Lake Hood Tower	LHD_TWR	1	LT	126.800

## CHAPTER 2. CLEARANCE DELIVERY (CD)

### 2.1 Responsibilities

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

### 2.2 IFR Departure Instructions

#### 2.2.1 Standard Instrument Departures (SIDs)

SID Name	Route Phraseology
ANC#	"Radar vectors _____, then as ..."
FFITZ#	"FFITZ#, then as ..."
KNIK#	"Radar vectors _____, then as ..."
NOEND#	"NOEND#, then as ..."
POTTER#	"Radar vectors _____, then as ..."
TURNAGAIN#	"Radar vectors _____, then as ..."

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

**2.2.2 IFR Initial Altitudes**

SID Name	Altitude Phraseology
ANC#	"Maintain 4000..."
FFITZ#	"Climb via SID, except maintain 4000..."
KNIK#	"Maintain FL200 or cruise..."
NOEND#	"Climb via SID, except maintain 4000..."
POTTER#	"Maintain 4000..."
TURNAGAIN#	"Maintain 4000..."

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

**2.2.3 IFR Preferred Routing**

Destination	Routing
PAFA	(RNAV) ANC# CAWIN LIBER# (NON-RNAV) ANC# BGQ V438 FAI
PAJN	(RNAV) NOEND# NOEND CUSHI (NON-RNAV) ANC# JOH J501 YAK J541 SSR
PHNL	ANC# ODK *oceanic routing* ZOULU ZIGIE MAGGI#



## 2.2.4 IFR Departure Frequency

Ops.	Frequency
NORTH	North Low (119.100)
SOUTH / EAST	South East (126.400)
WEST	South West (123.800)

## 2.2.5 Facility Beacon Codes

Positions	Beacon Range (Low-High)
ANC ATCT	6201 - 6237

## 2.3 VFR Departure Instructions

1. Aircraft should be instructed to maintain VFR at or below 4000.
2. All VFR departures shall be assigned a discreet beacon code.
3. Clearance Delivery shall update the aircraft's flight plan to reflect all relevant information.

## 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 Anchorage Ground  
(frequency) for taxi."*

## 2.5 Scratchpads Entries

SID Name	Scratchpad
ANC#	FIRST THREE LETTERS OF FIRST FIX
FFITZ#	FTZ
KNIK#	FIRST THREE LETTERS OF FIRST FIX
NOEND#	NOD
POTTER#	FIRST THREE LETTERS OF FIRST FIX
TURNAGAIN#	FIRST THREE LETTERS OF FIRST FIX

## **CHAPTER 3. GROUND (GC)**

### **3.1 Responsibilities**

1. GC is responsible for all taxiways excluding the ones located in the south air park.
2. GC control does not authorize pushbacks or startups.
3. GC shall ensure that pilots have the most current ATIS prior to reaching the threshold of the runway.
4. GC shall ensure that aircraft are squawking mode "C" and the correct beacon code prior to reaching the threshold of the runway.
5. GC shall ensure that aircraft are properly sequenced for their A/C type and their direction of travel.
6. GC shall ensure that all RWY crossings are coordinated with LC unless blanket crossings are in effect.

### **3.2 GC/LC Transfer of Control**

1. During a period of light or normal traffic, GC shall instruct aircraft to *"Contact Anchorage Tower (frequency)"*.
2. During a period of high traffic, GC shall instruct aircraft to *"Monitor Anchorage 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 all aircraft operating in the class “C” airspace.
2. LC is responsible for selecting the active runways based on the weather conditions.
3. LC must communicate runway changes with the TRACON as well as GC and DEL and must ensure that all controllers are ready for the switch.
4. LC shall not start radar track on any aircraft, Anchorage tower is not a radar equipped tower.

### **4.2 Departure Procedures**

1. LC shall provide proper spacing to all aircraft in the Anchorage class “C” airspace.
2. LC is required to obtain departure releases from the A11 TRACON if staffed for all IFR and VFR Flight Following aircraft.
3. LC may use rolling calls if properly coordinated and approved by the A11 TRACON.
4. LC shall provide verbal hand-offs to A11 when the aircraft reaches 500ft MSL or ½ mile off the departure end of the runway, whichever comes first.
5. VFR departure remaining within the class “C” airspace shall remain on the tower frequency, the aircraft who are not shall be told to maintain VFR and contact the appropriate approach controller.
6. LC shall provide all aircraft with the current winds when clearing an aircraft for take-off.
7. IFR departures shall be assigned departure instructions based on the table found below.

SID Name	Instructions
ANC#	No departure instructions
FFITZ#	“RNAV to ISACC...”
KNIK#	No departure instructions
NOEND#	“RNAV to EGKAJ...(33)” or “RNAV to VUYWO...(25L/R)”
POTTER#	No departure instructions
TURNAGAIN#	No departure instructions

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

### 4.3 Arrival Procedures

1. LC is responsible for proper separation of all aircraft under their control.
2. LC shall provide VFR aircraft with entry instructions into the pattern as well as any necessary traffic information.
3. LC shall provide traffic point-outs to aircraft under their control.
4. LC shall ensure that an aircraft has vacated the runway prior to clearing another aircraft to land.
5. LC shall maintain separation of aircraft arriving on 07L and 07R.
6. LC shall provide all aircraft with the current winds when clearing them to land.

## 4.4 Departure Releases

1. LC will request a Departure Release to TRACON for all IFR departures unless blanket releases are in effect.
2. Departure Releases 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. Rolling calls will include the same content provided in a Departure Release.

## 4.5 Missed Approaches/Go-Arounds

Runway	Heading and Altitude
33	330 and 4000
15	200 and 2000
07L/R	230 and 2000

## 4.6 IFR Departure Headings

Runway	Heading
33	300
15	200
25L/R	Runway Heading
07L/R	Left 300

## 4.7 Closed Traffic

1. VFR aircraft may operate in the pattern at or below 1500 feet.
2. Runway 07R (right traffic) shall be used for closed traffic during North OPS.
3. All aircraft in the pattern must be on a discrete beacon code.

## 4.8 “Contact” vs “Monitor” Operations

1. During time of high traffic LC can request GC to instruct aircraft to Monitor rather than Contact.
2. During the use of Monitor the GC should use the point out function to notify the LC that an aircraft has been instructed to monitor the frequency.
3. Alternatively, if agreed upon between the GC and LC controllers, GC may push a flight strip to the LC controller.

## 4.9 Approach Scratchpads

1. All uses a three letter format consisting of XYZ where X identifies the type of approach and YZ consists of the runway truncated to two characters. For example, Runway 25R would be 5R. Therefore, an ILS approach to Runway 25R would be represented by I5R. (This is not practical and is just an example).
2. The below table represents the entries you may see

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