



Anchorage ARTCC

FAI ATCT Standard Operating Procedures

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Version	C
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DOCUMENT INFORMATION

Purpose

This document prescribes the procedures to be utilized for providing air traffic control services at the Fairbanks Air Traffic Control Tower (FAI). 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.

TABLE OF REVISIONS

DATE	REVISION	EDITOR/VERSION
04/01/2020	Initial Release	Jordan Rash / ZAN-2.A
04/01/2020	Added Rolling Calls	Jordan Rash ZAN-2.B
07/--/2020	Departure instructions changed	Jordan Rash / ZAN-2.C

TABLE OF CONTENTS

DOCUMENT INFORMATION	2
Purpose	2
Distribution	2
Responsibility	2
Procedural Deviations	2
Updates and Changes	2
Cancellation	2
TABLE OF REVISIONS	3
TABLE OF CONTENTS	4
CHAPTER 1. OPERATIONAL POSITIONS	6
CHAPTER 2. CLEARANCE DELIVERY (CD)	7
2.1 Responsibilities	7
2.2 IFR Departure Instructions	7
2.2.1 Standard Instrument Departures (SIDs)	7
2.2.2 IFR Initial Altitudes	8
2.2.3 IFR Preferred Routing	8
2.2.4 IFR Departure Frequencies	9
2.2.5 Facility Beacon Codes	9
2.3 VFR Departure Instructions	9
2.4 Ground Stops	9
2.5 Scratchpads Entries	10
CHAPTER 3. GROUND CONTROL (GC)	11
3.1 Responsibilities	11
3.2 GC/LC Transfer of Control	11
CHAPTER 4. LOCAL CONTROL/TOWER (LC)	12

4.1 Responsibilities	12
4.2 Departure Procedures	12
4.3 Arrival Procedures	13
4.4 Departure Release	14
4.5 Rolling Calls	14
4.6 Missed Approaches/Go-Arounds	14
4.7 IFR Departure Headings	14
4.8 Closed Traffic	14
4.9 "Contact" vs "Monitor" Operations	15
4.10 Approach Scratchpads	15

CHAPTER 1. OPERATIONAL POSITIONS

Position	Radio Name	Callsign	Relief	Symbol	Frequency
Delivery	Fairbanks Delivery	FAI_DEL	1	FD	127.600
Ground	Fairbanks Ground	FAI_GND	1	FG	121.900
Tower	Fairbanks Tower	FAI_TWR	1	FT	118.300

CHAPTER 2. CLEARANCE DELIVERY (CD)

2.1 Responsibilities

1. Issue clearance to all IFR aircraft and issue discrete beacon codes to all VFR flight following aircraft.

2.2 IFR Departure Instructions

2.2.1 Standard Instrument Departures (SIDs)

SID Name	Route Phraseology
DRRLL#	"DRRLL#, then as ..."
GLEEN#	"GALENA#, then as ..."
MKNLY#	"MCKINLEY#, then as ..."
PUYVO#	"PUYVO#, then as ..."
RDFLG#	"RDFLG#, then as ..."

2.2.2 IFR Initial Altitudes

SID Name	Altitude Phraseology
DRRLL#	"Maintain 4000..."
GLEEN#	"Maintain 4000..."
MKNLY#	"Maintain 4000..."
PUYVO#	"Maintain 4000..."
RDFLG#	"Maintain 4000..."

2.2.3 IFR Preferred Routing

Destination	Routing
PANC	(RNAV) PUYVO# PUYVO KROTO# (NON-RNAV) FAI PUYVO J125 TED

2.2.4 IFR Departure Frequencies

Ops.	Frequency
NORTH	North (127.100)
SOUTH	South (125.350)

2.2.5 Facility Beacon Codes

Positions	Beacon Range (Low-High)
FAI ATCT	7201 - 7237

2.3 VFR Departure Instructions

1. Only VFR Departures requesting flight following should be assigned a discrete beacon code.
2. 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 Fairbanks Ground (frequency) for taxi."*

2.5 Scratchpads Entries

SID Name	Scratchpad
DRRLL#	DRL
GLEEN#	GLE
MKNLY#	MKN
PUYVO#	PVO
RDFLG#	RDF

CHAPTER 3. GROUND CONTROL (GC)

3.1 Responsibilities

1. GC is responsible for all taxiways.
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 Fairbanks Tower (frequency)"*.
2. During a period of high traffic, GC shall instruct aircraft to *"Monitor Fairbanks 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 “D” airspace.
2. LC is responsible for selecting the active runways based on the weather conditions.
3. LC must communicate runway changes with the TRSA 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, Fairbanks tower is not a radar equipped tower.

4.2 Departure Procedures

1. LC shall provide proper spacing to all aircraft in the Fairbanks class “D” airspace.
2. LC is not required to obtain departure release from the FAI TRSA, but must provide rolling calls for all IFR clearances.
3. LC shall provide verbal hand-offs to the FAI TRSA when the aircraft reaches 500ft MSL or ½ mile off the departure end of the runway.
4. VFR aircraft not requesting flight following shall remain on the tower frequency until they exit the class “D” airspace.
5. LC shall provide all aircraft with the winds when clearing them for take-off.
6. IFR departures shall be assigned departure instructions based on the table below.

SID Name	Instruction
DRRLL#	“RNAV to NNOOK...”
GLEEN#	No departure instructions
MKNLY#	No departure instructions
PUYVO#	“RNAV to JIPEN...”
RDFLG#	“RNAV to SKIMO...”

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 02L/20R and 02R/20L.
6. LC shall provide all aircraft with the current winds when clearing them to land.

4.4 Departure Release

1. Departure release is not required at Fairbanks.

4.5 Rolling Calls

1. FAI ATCT shall provide the FAI TRSA will rolling call for all IFR and VFR flight following departure.

4.6 Missed Approaches/Go-Arounds

Runway	Heading and Altitude
02L/R	Fly the published missed approach.
20L/R	Fly the published missed approach.

4.7 IFR Departure Headings

Runway	Heading
02L/R	Runway heading
20L/R	Right 100

4.8 Closed Traffic

1. Runway 02R (right traffic)/20L (left traffic) shall be used for closed traffic during North OPS.
2. All aircraft in the pattern must be on a discrete beacon code.

4.9 “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.

4.10 Approach Scratchpads

1. FAI TRSA 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 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