CIVIL AVIATION AUTHORITY
OF NEW ZEALAND

Advisory Circular

AC91-9 & AC172-1

Revision 10

14 June 2013

Radiotelephony Manual

General

Civil Aviation Authority Advisory Circulars contain information about standards, practices, and procedures that the Director has found to be an **Acceptable Means of Compliance (AMC)** with the associated rule.

An AMC is not intended to be the only means of compliance with a rule, and consideration will be given to other methods of compliance that may be presented to the Director. When new standards, practices, or procedures are found to be acceptable they will be added to the appropriate Advisory Circular.

An Advisory Circular may also include **Guidance Material (GM)** to facilitate compliance with the rule requirements. Guidance material must not be regarded as an acceptable means of compliance.

Purpose

This Advisory Circular provides examples of standard radiotelephony phraseology for use by pilots and Air Traffic Services (ATS) and is based on the following ICAO documents:

- Annex 10, *Aeronautical Telecommunications* Volume 2 (*Communication Procedures including those with PANS status)*
- Doc 4444 *Procedures for Air Navigation Services – Air Traffic Management*
- Doc 9432-AN/925 *Manual of Radiotelephony* contains examples, based on the above documents, which are intended to be representative of radio telephony in common use.

Civil Aviation Rules Part 172 *Air Traffic Service Organisations – Certification*, rule 172.105 *Radio and telephone procedures* lists the above order of precedence for these documents to be used in determining standard phraseology when communicating with pilots.

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Related Rules

This Advisory Circular relates to Civil Aviation Rule Parts 91 and 172 regarding communications requirements between pilots and ATS.

Change Notice

Revision 10:

- corrects context for paragraph 4.18.1
- standardises alpha-numeric references for POB
- amends paragraph 13.2 to include full station call sign on first contact and acknowledgement of urgency

The following paragraphs are affected by this revision:

Paragraph	Old wording	New wording	Comment
4.18.1	**...SET HEADING 180 PASSING 4000 FEET...**	**...SET HEADING AT 18 PASSING 4000 FEET...**	Corrects context of entry
4.19.1	**...2 POB**	**...POB 2**	Standardise alpha-numeric order with other POB references
4.20.2	**...POB ONE**	**...POB 1**	Standardise single digit numeric presentation with other POB entries
5.4.7	**..POB TWO**	**...POB 2**	As above
5.4.8	**...128 POB**	**...POB 128**	Standardise alpha-numeric order with other POB references
5.8.2	**...POB TWO**	**..POB 2**	Standardise single digit numeric presentation with other POB entries
-	**...POB FOUR**	**...POB 4**	As above
-	**...POB THREE**	**...POB 3**	As above
13.2	**XYZ ROGER FOR...**	**XYZ CHRISTCHURCH INFORMATION ROGER PAN...**	Reply with full station call sign on first contact; acknowledge urgency transmission [specified in ICAO Annex 10 Vol II, Chap 5 Aeronautical Mobile Service - Voice Communications, 5.3 Distress and urgency radio telephony procedures, para. 5.3.3.2.1 (a); as referenced in Part 172.105(b)(2)]
-	**XYZ NUMBER 1...**	**XYZ ROTORUA TOWER ROGER PAN, NUMBER 1...**	As above

Table of Contents

1. INTRODUCTION

1.1 Radiotelephony (RTF) provides the means by which pilots and air traffic services personnel communicate with each other. Used properly, the information and instructions transmitted are of vital importance in assisting in the safe and expeditious operation of aircraft. However, the use of non-standard procedures and phraseology can cause misunderstanding. Incidents and accidents have occurred in which a contributing factor has been the misunderstanding caused by the use of non-standard phraseology. **The importance of using correct and precise standard phraseology cannot be over-emphasised.**

1.2 The following phraseology has been established for the purpose of ensuring uniformity in RTF communications. Obviously, it is not practicable to detail phraseology examples suitable for every situation which may occur. However, if standard phrases are adhered to when composing a message, any possible ambiguity will be reduced to a minimum. Concise and unambiguous phraseology used at the correct time is vital to the safe and expeditious operation of air traffic.

1.3 Some abbreviations, which by their common usage have become part of aviation terminology, may be spoken using their constituent letters rather than the phonetic alphabet, for example, ILS, QNH.

1.4 The following words may be omitted from transmissions provided that no confusion or ambiguity will result:

- "SURFACE" in relation to surface wind direction and speed
- "DEGREES" in relation to radar headings
- "VISIBILITY", "CLOUD", and "HEIGHT" in MET reports
- "HECTOPASCALS" when giving pressure settings.

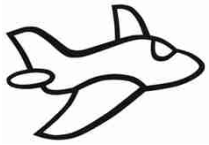
1.5 The use of courtesies should be avoided.

1.6 The word "IMMEDIATELY" should only be used when immediate action is required for safety reasons.

2. GLOSSARY

2.1 Relevant definitions and abbreviations can be found in Civil Aviation Rules, Part 1 *Definitions and Abbreviations.*

3. KEY

Symbol	*Meaning*
	**AIRCRAFT (includes aeroplanes, helicopters, gliders, balloons, microlights)**
	**AIR TRAFFIC SERVICES (Air Traffic Control, Flight Information, AFIS)**

3.1 In the examples, the aircraft or ground station transmitting is identified by the symbols shown above.

3.2 Aircraft in this Advisory Circular may be further identified by the callsign examples; FASTAIR representing an airliner, PQR an IFR aircraft, and XYZ a VFR aircraft. It must be remembered that these are just examples and that in many cases the aircraft involved could be any of these.

3.3 In this Advisory Circular the title of the ground station addressed is generally omitted, such as Christchurch Ground, Christchurch Tower, Christchurch Control, Christchurch Information etc.

4. GENERAL PROCEDURES AND PHRASEOLOGY

4.1 Transmitting Technique

4.1.1 The following transmitting techniques will assist in ensuring that transmitted speech is clearly and satisfactorily received.

a) Before transmitting check that the receiver volume is set at the optimum level and listen out on the frequency to be used to ensure that your transmission will not interfere with a transmission from another station.

b) Be familiar with microphone operating techniques and do not turn your head away from the microphone whilst talking, or vary the distance between it and your mouth. Severe distortion of speech may arise from talking too close to the microphone, touching the microphone with the lips, or holding on to the microphone or boom (of a combined headset/microphone system).

c) Use a normal conversation tone, speak clearly and distinctly.

d) Maintain an even rate of speech, slightly slower than conversational speed. When it is known that elements of the message will be written down by the recipient, speak at a slightly slower rate.

e) Maintain the speaking volume at a constant level.

f) A slight pause before and after numbers will assist in making them easier to understand.

g) Avoid using hesitation sounds such as “er”.

h) Depress the transmit switch fully before speaking and do not release it until the message is complete. This will ensure that the entire message is transmitted. However, do not depress the transmit switch until ready to speak.

i) It is important to speak slowly and clearly and use standard words and phrases as much as possible – remember that English may be a second language for some.

4.1.2 One of the most irritating, and potentially dangerous, situations in radiotelephony is a ‘stuck’ microphone button. Always ensure the button is released after a transmission and the microphone is placed in an appropriate place to ensure it cannot inadvertently be activated.

4.2 Phonetic Alphabet

4.2.1 The following table lists the Phonetic Alphabet for transmitting letters and the corresponding Morse Code identifier. Syllables to be emphasised are in upper case.

A	**ALFA**	**AL fah**	**· –**	**N**	**NOVEMBER**	**no VEM ber**	**– ·**
B	**BRAVO**	**BRAH voh**	**– · · ·**	**O**	**OSCAR**	**OSS cah**	**– – –**
C	**CHARLIE**	**CHAR lee or SHAR lee**	**– · – ·**	**P**	**PAPA**	**pah PAH**	**· – – ·**
D	**DELTA**	**DELL tah**	**– · ·**	**Q**	**QUEBEC**	**keh BECK**	**– – · –**
E	**ECHO**	**ECK ho**	**·**	**R**	**ROMEO**	**ROW meoh**	**· – ·**
F	**FOXTROT**	**FOKS trot**	**· · – ·**	**S**	**SIERRA**	**see AIR rah**	**· · ·**
G	**GOLF**	**GOLF**	**– – ·**	**T**	**TANGO**	**TANG go**	**–**
H	**HOTEL**	**ho TELL**	**· · · ·**	**U**	**UNIFORM**	**YOU nee form or OO nee form**	**· · –**
I	**INDIA**	**IN dee ah**	**· ·**	**V**	**VICTOR**	**VIK tah**	**· · · –**
J	**JULIETT**	**JEW lee ETT**	**· – – –**	**W**	**WHISKEY**	**WISS key**	**· – –**
K	**KILO**	**KEY loh**	**– · –**	**X**	**X-RAY**	**ECKS ray**	**– · · –**
L	**LIMA**	**LEE mah**	**· – · ·**	**Y**	**YANKEE**	**YANG key**	**– · – –**
M	**MIKE**	**MIKE**	**– –**	**Z**	**ZULU**	**ZOO loo**	**– – · ·**

4.3 Pronunciation of Numbers

4.3.1 The following table lists the phonetic spelling of numbers and number terms, and the corresponding Morse Code identifier. Syllables to be emphasised are in upper case.

0	**ZE-RO**	**- - - - -**	**5**	**FIFE**	**· · · · ·**
1	**WUN**	**· - - - -**	**6**	**SIX**	**- · · · ·**
2	**TOO**	**· · - - -**	**7**	**SEVen**	**- - · · ·**
3	**TREE**	**· · · - -**	**8**	**AIT**	**- - - · ·**
4	**FOWer**	**· · · · -**	**9**	**NINer**	**- - - - ·**

Decimal	**DAY SEE MAL**	**Hundred**	**HUN dred**
Thousand	**TOU SAND**		

4.3.2. All numbers, except as prescribed in section 4.3.3 must be pronounced by transmitting each digit separately. The following examples indicate the application of this procedure.

Application	*Example*	*Transmitted as*	*Pronounced as*
Aircraft callsign	**QFA 355**	**Qantas three five five**	**Qantas TREE FIFE FIFE**
	RLK 238	**Link two three eight**	**Link TOO TREE AIT**
Flight levels	**FL 180**	**flight level one eight zero**	**flight level WUN AIT ZE-RO**
	FL 200	**flight level two zero zero**	**flight level TOO ZE-RO ZE-RO**
	FL 70	**flight level seven zero (Oceanic only)**	**flight level SEVen ZE-RO**
Headings	**150**	**heading one five zero**	**heading WUN FIFE ZE-RO**
	080	**heading zero eight zero**	**heading ZERO AIT ZE-RO**
	300	**heading three zero zero**	**heading TREE ZE-RO ZE-RO**
Wind direction and speed	**020 degrees 70 knots**	**wind zero two zero degrees seven zero knots**	**wind ZE-RO TOO ZE-RO degrees SEVen ZE-RO knots**
	100 degrees 18 knots	**wind one zero zero degrees one eight knots**	**wind WUN ZE-RO ZE-RO degrees WUN AIT knots**
	210 degrees 18 knots gusting 30 knots	**wind two one zero degrees one eight knots gusting three zero knots**	**wind TOO WUN ZE-RO degrees WUN AIT knots gusting TREE ZE-RO knots**
Runway designator	**19**	**runway one nine**	**runway WUN NINer**
	06	**runway zero six**	**runway ZE-RO SIX**
	23L	**runway two three left**	**runway TOO TREE left**
Mach number	**0.84**	**Mach decimal eight four**	**Mach DAY SEE MAL AIT FOWer**
Altimeter setting	**984 hPa**	**QNH nine eight four**	**QNH NINer AIT FOWer**
	1027 hPa	**QNH one zero two seven**	**QNH WUN ZE-RO TOO SEVen**
	29.95 inches	**QNH two nine decimal nine five**	**QNH TOO NINer DAY SEE MAL NINer FIFE**
Time	**1634**	**three four or one six three four**	**TREE FOWer or WUN SIX TREE FOWer**
Frequencies	**128.3 MHz**	**one two eight decimal three**	**WUN TOO AIT DAY SEE MAL TREE**

Application	*Example*	*Transmitted as*	*Pronounced as*
	135.75 MHz	**one three five decimal seven five**	**WUN TREE FIFE DAY SEE MAL SEVen FIFE**
	5643 kHz	**five six four three**	**FIFE SIX FOWer TREE**

4.3.3 All numbers used in the transmission of altitude, visibility, cloud height, and runway visual range (RVR) information must be transmitted by pronouncing each digit separately, except that those numbers which contain whole hundreds and/or whole thousands only must be transmitted by pronouncing each digit of the hundreds or thousands followed by the word HUNDRED or THOUSAND as appropriate. Combinations of whole hundreds and thousands must be transmitted by pronouncing each digit in the number of thousands followed by the word THOUSAND followed by the number of hundreds followed by the word HUNDRED.

Application	*Example*	*Transmitted as*	*Pronounced as*
Altitude	**300 ft**	**three hundred feet**	**TREE HUN dred feet**
	1145 ft	**one one four five feet**	**WUN WUN FOWer FIFE feet**
	1500 ft	**one thousand five hundred feet**	**WUN TOU SAND FIFE HUN dred feet**
	10,500 ft	**one zero thousand five hundred feet**	**WUN ZE-RO TOU SAND FIFE HUN dred feet**
	13,000 ft	**one three thousand feet**	**WUN TREE TOU SAND feet**
Visibility	**200 m**	**two hundred metres**	**TOO HUN dred metres**
	1500 m	**one thousand five hundred metres**	**WUN TOU SAND FIFE HUN dred metres**
	3000 m	**three thousand metres**	**TREE TOU SAND metres**
	10 km	**one zero kilometres**	**WUN ZE-RO kilometres**
Cloud Height	**800 ft**	**eight hundred feet**	**AIT HUN dred feet**
	2200 ft	**two thousand two hundred feet**	**TOO TOU SAND TOO HUN dred feet**
	4300 ft	**four thousand three hundred feet**	**FOWer TOU SAND TREE HUN dred feet**
Runway visual range	**700 m**	**RVR seven hundred metres**	**RVR SEVen HUN dred metres**
	1600 m	**RVR one thousand six hundred metres**	**RVR WUN TOU SAND SIX HUN dred metres**

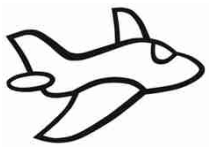
4.4 Transmission of Time

4.4.1 When transmitting time, each digit should be pronounced separately. Only the minutes of the hour are normally required. However, the hour should be included if there is any possibility of confusion. (For this reason, transmission of a SARTIME should always include the hour.)

Time	*Transmitted as*	*Pronounced as*
0803	**zero three or zero eight zero three**	**ZE-RO TREE or ZE-RO AIT ZE-RO TREE**
1300	**one three zero zero**	**WUN TREE ZE-RO ZE-RO**
2057	**five seven or two zero five seven**	**FIFE SEVen or TOO ZE-RO FIFE SEVen**

Note: Co-ordinated universal time (UTC) must be used

4.4.2 Pilots may check the time with the appropriate ATS unit. Time checks must be given to the nearest half minute.



FASTAIR 345 REQUEST TIME CHECK

FASTAIR 345 TIME 0611

or

FASTAIR 345 TIME 0715 AND A HALF

4.5 Standard Words and Phrases

4.5.1 The following words and phrases must be used in radiotelephony communications as appropriate and when used have the meaning given below.

Word/Phrase	*Meaning*
ACKNOWLEDGE	**Let me know that you have received and understood this message**
AFFIRM	**Yes**
APPROVED	**Permission for proposed action granted**
BREAK	**I hereby indicate the separation between portions of the message *(to be used where there is no clear distinction between the text and other portions of the message)***
BREAK BREAK	**I hereby indicate separation between messages transmitted to different aircraft in a very busy environment**
CANCEL	**Annul the previously transmitted clearance**
CHECK	**Examine a system or procedure *(not to be used in any other context – no answer is normally expected)***
CLEARED	**Authorised to proceed under the conditions specified**
CONFIRM	**I request verification of: *(clearance, instruction, action, information)***
CONTACT	**Establish communications with …**
CORRECT	**True or Accurate**
CORRECTION	**An error has been made in this transmission *(or message indicated)* the correct version is …**
DISREGARD	**Ignore**
HOW DO YOU READ	**What is the readability of my transmission?**
I SAY AGAIN	**I repeat for clarity or emphasis**
MAINTAIN	**Continue in accordance with the condition(s) specified, or in its literal sense, eg. “Maintain VFR”**
MONITOR	**Listen out on *(frequency)***
NEGATIVE	**No *or* Permission is not granted *or* That is not correct *or* Not capable**
OVER	**My transmission is ended and I expect a response from you *(not normally used in VHF communication)***
OUT	**My transmission is ended and I expect no response from you *(not normally used in VHF communication)***

Word/Phrase	*Meaning*
READ BACK	**Repeat all, or the specified part, of this message back to me exactly as received**
RECLEARED	**A change has been made to your last clearance and this new clearance supersedes your previous clearance or part thereof**
REPORT	**Pass me the following information**
REQUEST	**I should like to know or I wish to obtain**
ROGER	**I have received all of your last transmission *(under NO circumstances to be used in reply to a question requiring READBACK or a direct answer in the affirmative or negative)***
SAY AGAIN	**Repeat all or the following part of your last transmission**
SPEAK SLOWER	**Reduce your rate of speech**
STANDBY	**Wait and I will call you**
UNABLE	**I cannot comply with your request, instruction or clearance *(normally followed by a reason)***
WILCO	**I understand your message and will comply with it**
WORDS TWICE	**(a) as a request** **Communication is difficult. Please send every word or group of words twice** **(b) as information** **Since communication is difficult every word group of words in this message will be sent twice**

4.6 Callsigns

4.6.1 Ground Station Callsigns

4.6.1.1 Ground stations are identified by the name of the location followed by the service available as follows:

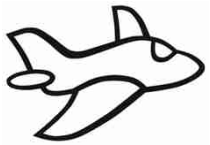
CONTROL	**Area and approach control, including area and approach radar**
APPROACH	**Approach control where provided as a separate function**
ARRIVAL	**Approach control radar arrivals**
DEPARTURE	**Approach control radar departures**
TOWER	**Aerodrome control or aerodrome and approach/area control where these services are provided from an aerodrome control tower**
GROUND	**Surface movement control including clearance delivery**
RADAR	**Area or approach control radar on a discrete frequency**
FLIGHT SERVICE	**Aerodrome flight information service (AFIS)**
INFORMATION	**Area flight information service**
DELIVERY	**Clearance delivery**
RADIO	**Air–ground service**
UNICOM	**UNICOM service**

4.6.1.2 The name of the location or the service may be omitted provided that satisfactory communication has been established.

4.6.2 Aircraft Callsigns

4.6.2.1 Information on aircraft callsigns for operations within New Zealand are contained in Rule Part 91.

4.6.2.2 An aircraft callsign does not change during flight except for a temporary period on the instruction of ATC in the interests of safety.



FASTAIR 345 CHANGE YOUR CALLSIGN TO FASTAIR ALFA TANGO MIKE

FASTAIR ALFA TANGO MIKE WILCO

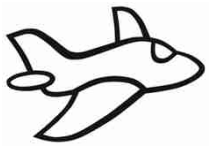
FASTAIR ALFA TANGO MIKE REVERT TO YOUR FLIGHT PLAN CALLSIGN AT (TIME/REP)

FASTAIR ALFA TANGO MIKE WILCO

4.7 Establishment and Continuation of Communications

4.7.1 The responsibility of establishing communications rests with the station having traffic to transmit. When establishing communications, an aircraft should use the full callsign of both the aircraft and the aeronautical station. Use of the name of the manufacturer, or of the aircraft model or type, is optional. (Pilots can assess whether aircraft type could be helpful to the recipient for recognition or sequencing purposes). The use of the calling station's callsign and the receiving station's callsign is considered an invitation to proceed with the transmission, the phrase GO AHEAD is not to be used.

XYZ WHENUAPAI TOWER

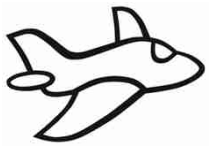


WHENUAPAI TOWER CESSNA XYZ

4.7.2 After contact has been established, continuous two-way communication is permitted without further identification or callsign until termination of the contact provided no mistake of identity is likely to occur.

4.7.3 When a ground station wishes to broadcast information, or an aircraft wishes to broadcast information to aircraft in its vicinity, the message should be prefaced by the call "ALL STATIONS".

ALL STATIONS CHRISTCHURCH INFORMATION FUEL DUMPING COMPLETE



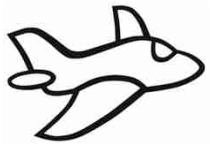
ALL STATIONS FASTAIR 689 WESTBOUND TORY VOR TO NELSON LEAVING FL150 NOW DESCENDING TO 10,000

4.7.4 No reply is expected to such general calls unless individual stations are subsequently called upon to acknowledge receipt.

4.7.5 If there is doubt that a message has been correctly received, a repetition of the message should be requested in full or in part.

Phrase	*Meaning*
SAY AGAIN	**Repeat entire message**
SAY AGAIN … (item)	**Repeat specific item**
SAY AGAIN ALL BEFORE … *(the first word satisfactorily received)* **SAY AGAIN ALL AFTER …** **SAY AGAIN ALL BETWEEN … AND …**	**Repeat part of message**

4.7.6 When an error is made in a transmission, the word “CORRECTION” is used. The last correct group or phrase is repeated and then the correct version transmitted.

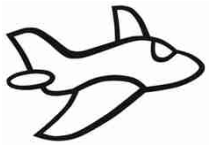


FASTAIR 345 PAMSVILLE 47 FL330 BIGTOWN 07
CORRECTION BIGTOWN 57

FASTAIR 345 ROGER

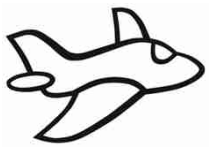
4.7.7 If a correction can best be made by repeating the entire message, the operator should use the phrase “CORRECTION I SAY AGAIN” before transmitting the message a second time.

4.7.8 When it is considered that reception is likely to be difficult, important elements of the message should be spoken twice.



GEORGETOWN XYZ WORDS TWICE PAMSVILLE 2500 FEET, PAMSVILLE 2500 FEET, ENGINE LOSING POWER ENGINE LOSING POWER

4.7.9 Aircraft for which a flight plan – flight rules **Z** – has been filed, departing from an unattended aerodrome, should call nearest ATS unit as soon as practical to confirm activation of flight plan, advise flight rules, and provide an estimate for the point where flight rules change.



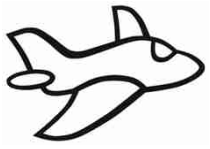
PQR AIRBORNE DANNEVIRKE 40 ON FLIGHT RULES Z FLIGHT PLAN ESTIMATE WOODVILLE AT 52

PQR HAWKE BAY QNH 1028

QNH 1028 PQR

4.8 Transfer of Communications

4.8.1 When instructed, controlled flights must change frequency and contact the new ATS unit.



FASTAIR 345 CONTACT WELLINGTON CONTROL 121.1

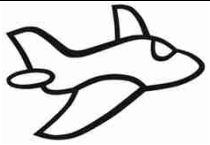
121.1 FASTAIR 345

FASTAIR 345 AT (TIME/REP) CONTACT AUCKLAND CONTROL 126.0

126.0 AT (TIME/REP) FASTAIR 345

4.9 Clearances

4.9.1 An ATC route clearance is not an instruction to take off or enter an active runway. The word "TAKEOFF" is used only when an aircraft is cleared for takeoff, or when cancelling a takeoff clearance. At other times the word "DEPARTURE" or "AIRBORNE" is used.



FASTAIR 345 CLEARED AUCKLAND ONE FL370 WOODEND ONE DEPARTURE SQUAWK 5501

CLEARED AUCKLAND ONE FL370 WOODEND ONE DEPARTURE SQUAWK 5501 FASTAIR 345

- - - - - - - - - - - - - -

FASTAIR 692 CLEARED TO GISBORNE VIA JAGGA, PALMERSTON NORTH, FLIGHT PLANNED ROUTE FL170 DEPARTURE ALFA SQUAWK 4041

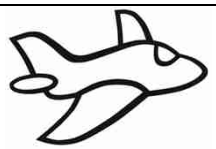
CLEARED TO GISBORNE VIA JAGGA, PALMERSTON NORTH, FLIGHT PLANNED ROUTE FL170 DEPARTURE ALFA SQUAWK 4041 FASTAIR 692

- - - - - - - - - - - - - -

PQR CLEARED TO NEW PLYMOUTH VIA FLIGHT PLANNED ROUTE 8000 FEET WOODEND ONE DEPARTURE SQUAWK 4330

CLEARED TO NEW PLYMOUTH VIA FLIGHT PLANNED ROUTE 8000 FEET WOODEND ONE DEPARTURE SQUAWK 4330 PQR

4.9.2 If an aircraft readback of a clearance or instruction is incorrect, the controller will transmit the word "NEGATIVE" followed by the correct version.



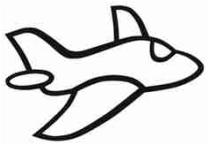
XYZ QNH 1003

QNH 1013 XYZ

NEGATIVE QNH 1003

QNH 1003 XYZ

4.9.3 If at any time a pilot receives a clearance or instruction which cannot be complied with, the pilot should advise the controller using the word "UNABLE" and give the reasons.



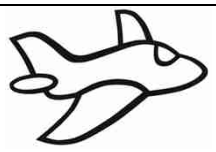
FASTAIR 345 CROSS NELSON FL290 OR ABOVE

FASTAIR 345 UNABLE TO CROSS NELSON FL290 DUE WEIGHT

4.10 Reclearance

4.10.1 When an ATC route clearance is changed for ATC reasons or following an aircraft request, instructions will be passed in the form of a reclearance.

FASTAIR 345 CLIMB TO NON STANDARD FL320



FASTAIR 345 WE HAVE TURBULENCE AT FL310 REQUEST NON STANDARD FL320

LEAVING FL310 CLIMBING TO NON STANDARD FL320 FASTAIR 345

4.11 Conditional Clearances

4.11.1 Conditional phrases, such as “BEHIND LANDING AIRCRAFT”, or “AFTER DEPARTING AIRCRAFT” should not be used for movements affecting the active runway(s), except when the aircraft or vehicles concerned are seen by the controller and the pilot. The aircraft or vehicle causing the condition in the clearance should be the first aircraft/vehicle to pass in front of the aircraft receiving the conditional clearance.

4.11.2 In all cases a conditional clearance will be given in the following order and consist of:

a) identification;

b) the condition;

c) the clearance;

d) brief reiteration of the condition,

for example:

”MOUNT COOK 941, BEHIND BOEING 737 ON SHORT FINAL, LINE UP BEHIND”

”QANTAS 357, AFTER DEPARTING AIRBUS, LINE UP BEHIND”

4.11.3 These require the aircraft receiving the conditional clearance to identify the aircraft or vehicle causing the condition and not accept the clearance until this is achieved.

4.12 Readback Requirements

4.12.1 A pilot is required to acknowledge receipt of the following ATC clearances, information or instructions, which are transmitted by voice, by ***a full readback followed by the aircraft callsign:***

- ATC route, approach and departure clearances including any amendment thereof;
- clearances to VFR flights to operate within controlled airspace, including entering or vacating the circuit;
- clearances (including conditional clearances) to operate on the manoeuvring area at a controlled aerodrome including:
    - clearances to land on or take off from any runway;

- clearances to enter, cross, taxi or backtrack on any runway;
- instructions to remain on or hold clear of any runway;
- taxi instructions including a taxi route and holding point where specified;

· runway-in-use;

· SSR codes;

· level instructions;

· heading and speed instructions;

· altimeter settings; and

· frequency, after frequency change instructions.

4.12.2 The following exceptions are permitted: (*Note:* in all cases conditional clearances must be read back in full.)

· Aircraft waiting to cross a runway may acknowledge a clearance to cross with the phrase ”CROSSING (callsign)”

· When a VFR aircraft is cleared by ATC to route via a published arrival or departure procedure that is identical to that **INITIALLY** requested by the pilot, there is no requirement for the pilot to read back the clearance in full. The aircraft must transmit its callsign as an acknowledgment.

4.12.3 Where a route clearance is passed to another ATS unit or aircraft for relay, a readback must be made by the receiver to the originator of the clearance.

4.12.4 ATC, or a relaying aircraft or ATS unit, will acknowledge a correct readback of an ATC route clearance to IFR and VFR aircraft.

4.12.5 When instructions are received that do not require a full readback they must be acknowledged in a manner which clearly indicates that they have been understood and accepted. ”WILCO” will generally suffice in this case.

4.12.6 Messages that do not require a readback must be acknowledged by the aircraft transmitting its callsign.

4.12.7 Where there is difficulty in reading a transmission a readback should be made or requested to verify the content.

4.13 Traffic Information

4.13.1 Within class C or D airspace, traffic information is to be acknowledged by the phrase ”COPIED THE TRAFFIC (callsign)” or ”TRAFFIC IN SIGHT (callsign)” as appropriate.

4.13.2 Traffic information passed to an IFR aircraft about another IFR aircraft in class G airspace is to be acknowledged as follows:

· where “NO REPORTED TRAFFIC” is passed the pilot replies ”NIL TRAFFIC (callsign)”

- where traffic information is passed the pilot replies ”COPIED THE TRAFFIC (callsign)”

4.14 Essential Traffic

4.14.1 Essential traffic is that controlled traffic to which the provision of separation is applicable, but is not separated by the prescribed minima. Essential traffic includes flights which are maintaining own separation in VMC and flights affected as a result of an aircraft responding to a TCAS RA.

4.14.2 Essential traffic information of the aircraft concerned will include:

a) the words “ESSENTIAL TRAFFIC”

b) direction of flight

c) type of aircraft

d) altitude, and

e) position information.

4.15 Radio Test Procedures

4.15.1 Test transmissions should take the following form:

a) The identification of the station being called;

b) The aircraft callsign;

c) The words RADIO CHECK;

d) The frequency being used.

4.15.2 Replies to test transmissions should be as follows:

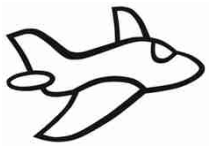
a) The identification of the station calling;

b) The identification of the station replying;

c) Information regarding the readability of the transmission.

4.15.3 The readability of the transmission should be classified in accordance with the following readability scale:

1	**Unreadable**
2	**Readable now and then**
3	**Readable but with difficulty**
4	**Readable**
5	**Perfectly readable**



AUCKLAND TOWER CESSNA XYZ RADIO CHECK 118.7

STATION CALLING AUCKLAND TOWER READABILITY TWO

or

XYZ TOWER READABILITY THREE LOUD BACKGROUND WHISTLE

or

XYZ TOWER READABILITY FIVE

4.15.4 When it is necessary for a ground station to make test signals, either for the adjustment of a transmitter before making a call or for the adjustment of a receiver, such signals must not continue for more than 10 seconds and must be composed of spoken numbers (ONE, TWO, THREE, etc) followed by the radio callsign of the station transmitting the test signals.

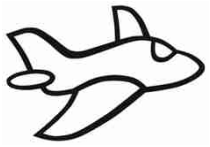
4.16 Level Instructions

4.16.1 Only basic level instructions are detailed in this chapter. More comprehensive phrases are contained in subsequent chapters in the context in which they are most commonly used.

4.16.2 The precise phraseology used in the transmission and acknowledgement of climb and descent clearances will vary, depending upon the circumstances, traffic density, and nature of the flight operations. However, care must be taken to ensure that misunderstandings are not generated as a consequence of the phraseology employed during these phases of flight.

4.16.3 Level is a general term used when referring to altitude or flight level.

4.16.4 In the following examples the operations of climbing and descending are interchangeable and examples of only one form are given.



PQR REPORT YOUR LEVEL

PQR PASSING FL150 (or PQR MAINTAINING 8000 FEET)

PQR REPORT PASSING FL180

REPORT PASSING FL180 PQR

PQR PASSING FL180

- - - - - - - - - - - - - -

PQR MAINTAIN 2500 FEET

MAINTAINING 2500 FEET PQR

- - - - - - - - - - - - - -

PQR CLIMB TO FL220 REPORT PASSING FL150

LEAVING 4000 FEET CLIMBING TO FL220 WILCO PQR

- - - - - - - - - - - - - -

PQR REQUEST DESCENT

PQR DESCEND TO FL160

LEAVING FL190 DESCENDING TO FL160 PQR

- - - - - - - - - - - - - -

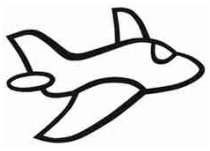
FASTAIR 345 AFTER PASSING HAMILTON DESCEND TO FL180

AFTER HAMILTON DESCEND TO FL180 FASTAIR 345

FASTAIR 345 CLIMB (/DESCEND) AT 500 FEET PER MINUTE MINIMUM (/MAXIMUM)

CLIMB (/DESCEND) AT 500 FEET PER MINUTE MINIMUM (/MAXIMUM) FASTAIR 345

4.16.5 Once given an instruction to climb or descend, a further overriding instruction may be given to a pilot.



FASTAIR 345 STOP DESCENT AT FL150

STOPPING DESCENT AT FL150 FASTAIR 345

FASTAIR 345 CLIMB TO FL160

CLIMBING TO FL160 FASTAIR 345

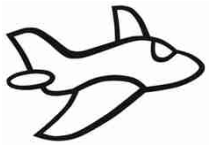
FASTAIR 345 CONTINUE TO CLIMB TO FL200

CONTINUING CLIMB TO FL200 FASTAIR 345

4.16.6 Occasionally, for traffic reasons, a higher than normal rate of climb or descent may be required.

FASTAIR 345 EXPEDITE DESCENT TO FL180

FASTAIR 345 CLIMB TO FL240 EXPEDITE UNTIL PASSING FL180



EXPEDITING DESCENT TO FL180 FASTAIR 345

CLIMBING TO FL240 EXPEDITING UNTIL PASSING FL180 FASTAIR 345

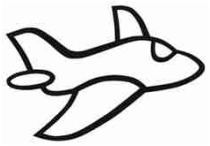
4.17 Change from IFR to VFR flight rules

4.17.1 During a flight a pilot may change from IFR to VFR flight. Any changes to the flight plan are to be included in the message. Pilots are required to provide a SARTIME (in hours and minutes) for destination and aircraft registration if not already passed.

Note: This is not a termination of flight plan but merely a change of flight rules.

PQR IFR FLIGHT CANCELLED AT 47 LEAVE CONTROLLED AIRSPACE BY DESCENT VIA LAKE DUNSTAN REPORT PASSING 9500 FEET REQUEST SARTIME FOR ALEXANDRA

PQR SARTIME 0320



PQR CANCELLING IFR FLIGHT REQUEST DESCENT TO TRACK VIA LAKE DUNSTAN AND CROMWELL TO ALEXANDRA

LEAVE CONTROLLED AIRSPACE BY DESCENT VIA LAKE DUNSTAN WILCO SARTIME 0320 PQR

4.18 Position Reporting — IFR

4.18.1 Position reporting procedures are set out in *AIP New Zealand* ENR 1.1, Section 5.

FASTAIR 167 1500 FEET CLIMBING TO 4000 FEET TITAHI BAY 3 DEPARTURE

- - - - - - - - - - - - - -

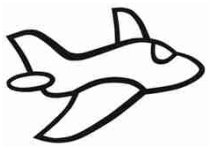
FASTAIR 512 SET HEADING AT 18 PASSING 4000 FEET CLIMBING TO FL170 KELSO AT 33

- - - - - - - - - - - - - -

FASTAIR 345 NEW PLYMOUTH 14 FL340 NELSON 33

FASTAIR 345 ROGER

4.18.2 Where distance information is provided in a position report, the distance reference is to be included.



FASTAIR 262 20 SLOPE HILL DME …

- - - - - - - - - - - - - -

FASTAIR 394 31 GPS NAPIER VOR …

- - - - - - - - - - - - - -

FASTAIR 991 3 MILES FROM APINU …

- - - - - - - - - - - - - -

FASTAIR 549 12 MILES FROM TOUCHDOWN …

- - - - - - - - - - - - - -

FASTAIR 387 3 MILES FROM FINAL APPROACH FIX …

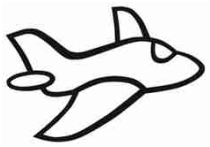
- - - - - - - - - - - - - -

FASTAIR 345 ROGER

4.19 Position Reporting — VFR

4.19.1 Visual position reports should contain the appropriate elements of those listed in AIP New Zealand ENR 1.1 paragraph 7.3.1 as applicable to the report:

Information



XYZ 10 MILES EAST TAUPO AT 35 MAINTAINING 6500 FEET HASTINGS 58

XYZ HAWKE BAY QNH 1024

QNH 1024 XYZ

- - - - - - - - - - - - - -

XYZ AIRBORNE WHAKATANE AT 2244 ON FLIGHT PLAN TO TAUPO ESTIMATING TAUPO AT 2325 AMEND SARTIME TO 2355

XYZ WAIKATO QNH 1014 SARTIME NOW 2355

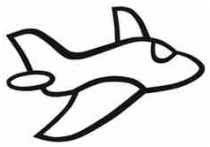
QNH 1014 XYZ

- - - - - - - - - - - - - -

XYZ OVERHEAD HAWERA TERMINATE FLIGHT PLAN

XYZ FLIGHT PLAN TERMINATED

Control

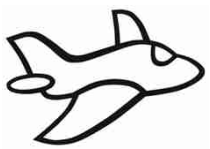


XYZ SQUAWKING 4321 PAEKAKARIKI 2500 FEET REQUESTING VFR TO CAPE CAMPBELL 4500 FEET

XYZ IDENTIFIED ENTER CONTROLLED AIRSPACE ON TRACK PAEKAKARIKI, OHAU POINT TO CAPE CAMPBELL AT 4000 FEET VFR QNH 1010

ENTER CONTROLLED AIRSPACE ON TRACK PAEKAKARIKI OHAU POINT TO CAPE CAMPBELL AT 4000 FEET VFR QNH1010 XYZ

Tower



XYZ KATI KATI 1500 FEET REQUEST CLEARANCE TO ENTER CONTROL ZONE FOR TOUCH AND GO THEN ONWARDS TO ROTORUA POB 2

XYZ CLEARED TO ENTER CONTROL ZONE AT 1500 FEET TRACK TO MOUNT HARBOUR ENTRANCE REPORT AT MOUNT HARBOUR ENTRANCE QNH 1018 TRAFFIC IS . . .

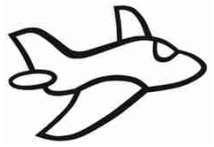
CLEARED TO ENTER CONTROL ZONE AT 1500 FEET TRACK TO MOUNT HARBOUR ENTRANCE WILCO 1018 COPIED THE TRAFFIC XYZ

4.20 Transponder Reporting

4.20.1 Pilots are required to operate a transponder when in transponder-mandatory airspace (all controlled airspace in New Zealand and when designated in special use airspace) unless otherwise authorised by ATC. Refer to Section 6.7 for transponder operating phrases.

4.20.2 When requesting an ATC authorisation to operate without a transponder pilots should append their request with “NEGATIVE TRANSPONDER”.

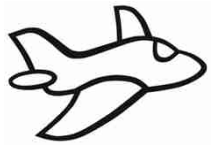
XYZ ENTER CONTROL ZONE VIA MAXWELL SECTOR 2500 FEET OR BELOW HOLD AT TAYLOR DAM REPORT SIGHTING …



XYZ THE NED 2500 FEET FOR LANDING AT OMAKA POB 1 NEGATIVE TRANSPONDER

4.20.3 ATC may request confirmation of transponder operation.

FASTAIR 345 CONFIRM TRANSPONDER OPERATING



FASTAIR 345 NEGATIVE, TRANSPONDER UNSERVICEABLE

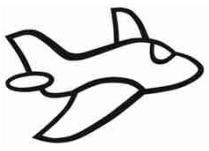
4.21 Runway Designator

4.21.1 At controlled aerodromes the phraseology “RUNWAY (number)” will be used.

4.21.2 Where there are two parallel runways with different surfaces (paved and unpaved) and the runway designators are the same;

- The phraseology “GRASS (number)” will be used to describe the unpaved or partially paved runway, and either
- The phraseology “SEAL (number)” will be used to describe the paved runway; or
- The phraseology “RUNWAY (number)”is used to describe the paved runway if the aircraft in question is **not** capable of landing on the unpaved parallel runway.

XYZ LINE UP GRASS 20



LINE UP GRASS 20 XYZ

4.22 Minimum Fuel

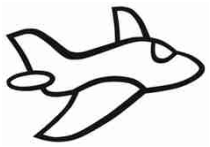
4.22.1 A declaration from a pilot of "MINIMUM FUEL" informs ATC that all planned aerodrome options have been reduced to a specific aerodrome of intended landing and any change to the existing clearance may result in landing with less than planned final reserve fuel. This is not an

emergency situation but an indication that an emergency situation is possible should any delay occur.

4.22.2 When a pilot reports a state of minimum fuel, the controller shall inform the pilot as soon as practicable of any anticipated delays or that no delays are expected. Any change to expected delays will be passed to the aircraft as soon as practicable.

4.22.3 No priority will be provided to aircraft that have declared minimum fuel. If there is a fuel situation that is an emergency then an emergency call in accordance with section 13 of the AC must be used.

INVERCARGILL TOWER FASTAIR 345 ADVISING MINIMUM FUEL



FASTAIR 345 ROGER MINIMUM FUEL (NO DELAY EXPECTED or EXPECT delay information)"

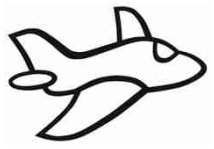
5. AERODROME CONTROL

5.1 General

5.1.1 Except for reasons of safety, controllers should not transmit to an aircraft in the process of taking off or in the final stages of an approach and landing.

5.2 Departure Information and Engine Starting Procedures

5.2.1 Where no ATIS is provided the pilot may ask for current aerodrome information before requesting start up.

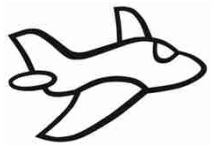


INVERCARGILL TOWER FASTAIR 345 REQUEST DEPARTURE INFORMATION

FASTAIR 345 RUNWAY 22 WIND 290 DEGREES 14 KNOTS TEMPERATURE 2 QNH 1022

RUNWAY 22, QNH 1022 FASTAIR 345

5.2.2 Requests to start engines are normally made to facilitate ATC planning and to avoid fuel wastage by aircraft delayed on the ground. The pilot must state, along with the request, the location of the aircraft and acknowledge receipt of the ATIS broadcast.

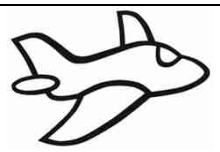


CHRISTCHURCH GROUND FASTAIR 345 STAND 4 REQUEST START UP FL260 DUNEDIN INFORMATION BRAVO

FASTAIR 345 START UP APPROVED BRAVO QNH 1019

QNH 1019 FASTAIR 345

5.2.3 During busy periods the normal response to a start request is “standby”. ATC internal coordination follows. Maintain a listening watch for your start approval or update.



FASTAIR 345 STAND 8 REQUEST START UP

FASTAIR 345 STANDBY

FASTAIR 345 START UP AT 35

FASTAIR 345

or

FASTAIR 345 EXPECT START UP AT 35

FASTAIR 345

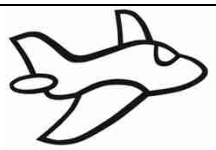
or

FASTAIR 345 EXPECT DEPARTURE AT 49 START UP AT OWN DISCRETION

FASTAIR 345

5.3 Pushback

5.3.1 At some aerodromes aircraft are parked nose-in to the terminal and have to be pushed backwards by tugs before they can taxi for departure. Requests for pushback are to be made according to local procedures.



FASTAIR 345 STAND 2 REQUEST PUSHBACK

FASTAIR 345 PUSHBACK APPROVED

or

FASTAIR 345 STANDBY, EXPECT ONE MINUTE DELAY DUE 747 TAXIING BEHIND

5.4 Taxi Instructions

5.4.1 In all cases pilots of departing aircraft must state the location of the aircraft when requesting to either start engines, push back, or when requesting taxi clearance.

5.4.2 When an aircraft wishes to operate off a non-duty runway, IFR flights must make this request prior to starting, and VFR aircraft must include this in the request for taxi clearance.

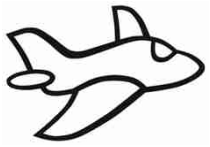
5.4.3 When an aircraft requires a reduced length for takeoff, or backtrack from a runway entry point, this request must be included in the request for taxi clearance, along with any other intentions of a pilot which are significant to ATC.

5.4.4 Taxi instructions issued by a controller will always contain a clearance limit, which is the point at which the aircraft must stop unless further permission to proceed is given. The clearance limit may not necessarily be a position from which an aircraft can enter the runway for departure, or enter the apron, but may be some other position on the aerodrome depending on prevailing circumstances. Taxi instructions may also include a taxi route.

5.4.5 A taxi clearance containing a limit beyond a runway will contain an explicit clearance to cross that runway or an instruction to hold short of that runway. This will include unlit runways at night and runways that are promulgated as closed or not available.

5.4.6 A clearance to cross must be requested if one has not been given.

5.4.7 When issuing clearances to aircraft to cross a runway ATC may require an aircraft to report when it has vacated and is clear of the runway.



NELSON TOWER C172 XYZ SOUTH SIDE OF HANGARS REQUEST TAXI 20 MINUTES CIRCUITS POB 2

XYZ TAXI TO HOLDING POINT RUNWAY 20 WIND 250 DEGREES 8 KNOTS QNH 1010 TIME 16

XYZ QNH 1010 REQUEST RUNWAY 24

XYZ BEHIND THE SENECA COMING FROM YOUR LEFT RECLEARED TO HOLDING POINT RUNWAY 24 CROSS RUNWAY 20

BEHIND THE SENECA TAXI TO HOLDING POINT RUNWAY 24 CROSS RUNWAY 20 XYZ

- - - - - - - - - - - - - - -

FASTAIR 345 STAND 2 REQUEST TAXI POB 25

FASTAIR 345 RUNWAY 06 WIND 080 DEGREES 10 KNOTS QNH 1012 TIME 23 TAXI TO HOLDING POINT GOLF ONE VIA ALFA HOLD SHORT OF RUNWAY 14

FASTAIR 345 RUNWAY 06 QNH 1012 REQUEST TAXIWAY BRAVO AND BACKTRACK

FASTAIR 345 ROGER TAXI VIA BRAVO BACKTRACK AND LINE UP RUNWAY 06

BRAVO BACKTRACK AND LINE UP RUNWAY 06 FASTAIR 345

- - - - - - - - - - - - - - -

PQR EXPEDITE TAXI TRAFFIC ON FINAL RUNWAY 14

EXPEDITING PQR

PQR RUNWAY 14 VACATED

- - - - - - - - - - - - - - -

BIGTOWN TOWER XYZ AT STAND 9 REQUEST TAXI TO AERO CLUB

XYZ ROGER TAXI TO HOLDING POINT RUNWAY 33 VIA CHARLIE

HOLDING POINT RUNWAY 33 XYZ

XYZ APPROACHING HOLDING POINT REQUEST CROSS RUNWAY 33

XYZ HOLD SHORT OF RUNWAY 33

HOLDING SHORT XYZ

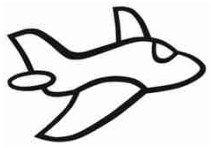
XYZ CROSS RUNWAY 33 REPORT VACATED CONTINUE TO AERO CLUB

CROSSING XYZ

XYZ ROGER

XYZ RUNWAY VACATED

5.4.8 Where an aircraft acknowledges receipt of the ATIS broadcast or acknowledges receipt of conditions just recently broadcast to other aircraft, the controller does not need to pass departure information to the pilot when giving taxi instructions.



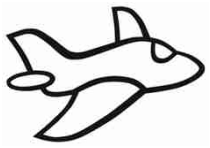
CHRISTCHURCH GROUND FASTAIR 345 STAND 6 REQUEST TAXI INFORMATION DELTA POB 128

FASTAIR 345 GIVE WAY TO 747 PASSING LEFT TO RIGHT TAXI TO HOLDING POINT RUNWAY 02 CROSS RUNWAY 29 QNH 1019 TIME 19

HOLDING POINT RUNWAY 02 CROSS RUNWAY 29 QNH 1019 TRAFFIC IN SIGHT FASTAIR 345

5.5 Pre-Departure Manoeuvring

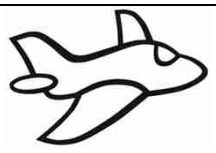
5.5.1 At busy aerodromes with separate ground and tower functions, aircraft are usually transferred to the control tower at or approaching the runway holding point. Since misunderstandings in the granting and acknowledgement of takeoff clearances can result in serious consequences, meticulous care has been taken to ensure that the phraseology which is to be employed during the pre-departure manoeuvres cannot be interpreted as a takeoff clearance.



FASTAIR 345 CONTACT TOWER 118.9

118.9 FASTAIR 345

5.5.2 Many types of aircraft carry out engine or other pre-takeoff checks prior to departure and are not always ready for takeoff when they reach the runway holding point.



PQR REPORT WHEN READY FOR DEPARTURE

WILCO PQR

PQR READY

- - - - - - - - - - - - - - -

PQR LINE UP

LINING UP PQR

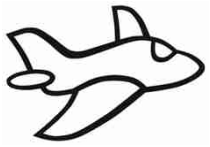
- - - - - - - - - - - - - - -

PQR LINE UP AND WAIT

LINE UP AND WAIT PQR

5.5.3 Conditional clearances affecting the active runway will only be used when both the pilot and the controller have the conflicting traffic in sight, and the traffic causing the conditional clearance is the first to pass the affected aircraft. When the conditional clearance involves a departing aircraft and an arriving aircraft or two departing aircraft, the clearance will be given as follows:

- callsign
- the condition
- the clearance
- a brief reiteration of the condition.



FASTAIR 345 REPORT THE BLUE DASH 8 ON FINAL IN SIGHT

FASTAIR 345 BLUE DASH 8 IN SIGHT

FASTAIR 345 BEHIND THE LANDING DASH 8 ON SHORT FINAL LINE UP BEHIND

BEHIND THE LANDING DASH 8 LINE UP BEHIND FASTAIR 345

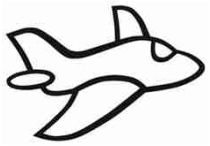
- - - - - - - - - - - - - - -

FASTAIR 345 AFTER DEPARTING 737 LINE UP BEHIND

AFTER DEPARTING 737 LINE UP BEHIND FASTAIR 345

5.6 Takeoff Procedures

5.6.1 If ATC is unable to issue a takeoff clearance the reason will be given.



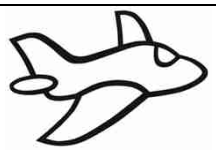
PQR WAIT VEHICLE VACATING

or

PQR WAIT AWAITING RADAR RELEASE

PQR

5.6.2 The takeoff clearance will include the runway designator.



FASTAIR 345 RUNWAY 09 CLEARED FOR TAKEOFF

RUNWAY 09 CLEARED FOR TAKEOFF FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 RUNWAY 23 LEFT CLEARED FOR TAKEOFF

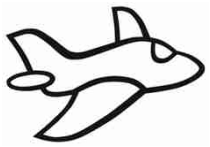
RUNWAY 23 LEFT CLEARED FOR TAKEOFF FASTAIR 345

- - - - - - - - - - - - - - -

PQR GRASS 02 CLEARED FOR TAKEOFF

GRASS 02 CLEARED FOR TAKEOFF PQR

5.6.3 For traffic reasons it may be necessary for the aircraft to takeoff immediately after lining up.



FASTAIR 345 ARE YOU READY FOR IMMEDIATE DEPARTURE

FASTAIR 345 AFFIRM

FASTAIR 345 RUNWAY 27 CLEARED FOR IMMEDIATE TAKEOFF

RUNWAY 27 CLEARED FOR IMMEDIATE TAKEOFF FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 LINE UP BE READY FOR IMMEDIATE DEPARTURE

LINING UP FASTAIR 345

FASTAIR 345 RUNWAY 18 CLEARED FOR IMMEDIATE TAKEOFF

RUNWAY 18 CLEARED FOR IMMEDIATE TAKEOFF FASTAIR 345

5.6.4 In poor visibility the controller may request the pilot to report when airborne.

FASTAIR 345 RUNWAY 08 CLEARED FOR TAKEOFF REPORT AIRBORNE

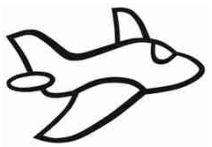
RUNWAY 08 CLEARED FOR TAKEOFF WILCO FASTAIR 345

FASTAIR 345 AIRBORNE 57

FASTAIR 345 CONTACT CONTROL 121.1

121.1 FASTAIR 345

5.6.5 Local departure instructions may be given with the takeoff clearance. Such instructions are normally given to ensure separation between aircraft operating in the vicinity of the aerodrome.



FASTAIR 345 CLIMB STRAIGHT AHEAD TO 3000 FEET BEFORE TURNING RIGHT RUNWAY 24 CLEARED FOR TAKEOFF

STRAIGHT AHEAD TO 3000 FEET RIGHT TURN RUNWAY 24 CLEARED FOR TAKEOFF FASTAIR 345

- - - - - - - - - - - - - - -

XYZ REQUEST RIGHT TURN WHEN AIRBORNE

XYZ RIGHT TURN APPROVED RUNWAY 03 CLEARED FOR TAKEOFF

RUNWAY 03 CLEARED FOR TAKEOFF RIGHT TURN XYZ

5.6.6 Due to unexpected traffic developments or a departing aircraft taking longer to take off than anticipated it is occasionally necessary to rescind the takeoff clearance or quickly free the runway for landing traffic. In this situation the pilot must acknowledge the instruction with callsign and intentions.

FASTAIR 345 TAKEOFF IMMEDIATELY OR HOLD SHORT OF RUNWAY

HOLDING SHORT FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 TAKEOFF IMMEDIATELY OR VACATE RUNWAY

TAKING OFF FASTAIR 345

- - - - - - - - - - - - - - -

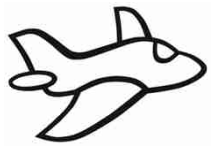
PQR HOLD POSITION

HOLDING PQR

PQR CANCEL TAKEOFF CLEARANCE EMERGENCY TRAFFIC

HOLDING PQR

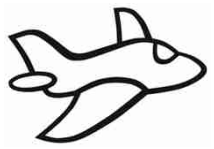
5.6.7 When a perilous situation develops after an aircraft has commenced takeoff the pilot may be instructed to abandon the takeoff. This instruction will only be used in extreme circumstances when an aircraft is in imminent danger. (The decision to abandon takeoff remains with the pilot)



FASTAIR 345 STOP IMMEDIATELY FASTAIR 345 STOP IMMEDIATELY TRUCK ENTERING THE RUNWAY

STOPPING FASTAIR 345

5.6.8 When a pilot abandons the takeoff manoeuvre they should, as soon as practicable, inform the control tower they are doing so. Likewise, as soon as practicable, they should inform the control tower of the reasons for abandoning takeoff, if applicable, and request further manoeuvring instructions.



FASTAIR 345 STOPPING

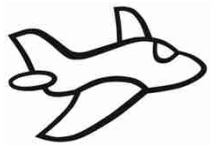
FASTAIR 345 ROGER

FASTAIR 345 REQUEST RETURN TO APRON

FASTAIR 345 TAXI APRON CONTACT GROUND 121.9

121.9 FASTAIR 345

5.6.9 When reduced runway separation is being used, controllers will pass traffic information on the preceding aircraft.

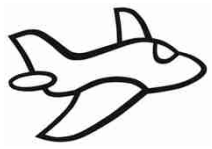


XYZ (TRAFFIC INFORMATION) RUNWAY 05 CLEARED FOR TAKEOFF

RUNWAY 05 CLEARED FOR TAKEOFF XYZ

5.7 VFR Departures

5.7.1 Departure clearances may include a CTR Sector, a VFR Departure Procedure or plain language instructions. Aircraft must, on leaving the aerodrome traffic circuit, enter and remain within the lateral limits of any sector in the clearance, or follow the assigned route specified in the VFR Departure Procedure or the clearance. Altitude instructions are included in published VFR Departure Procedures.



XYZ LEAVE CONTROL ZONE VIA WANGANUI AT 1500 FEET VFR REPORT TURAKINA

LEAVE CONTROL ZONE VIA WANGANUI AT 1500 FEET VFR WILCO XYZ

- - - - - - - - - - - - - - -

XYZ LEAVE CONTROL ZONE VIA SEAGROVE 2000 FEET OR BELOW REPORT SEAGROVE

LEAVE CONTROL ZONE VIA SEAGROVE 2000 FEET OR BELOW WILCO XYZ

- - - - - - - - - - - - - - -

XYZ LEAVE VIA SINCLAIR SECTOR SPECIAL VFR 1500 FEET OR BELOW

LEAVE VIA SINCLAIR SECTOR SPECIAL VFR 1500 FEET OR BELOW XYZ

- - - - - - - - - - - - - - -

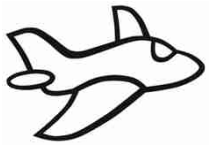
XYZ CLEARED MANFEILD DEPARTURE

CLEARED MANFEILD DEPARTURE XYZ

5.8 VFR Arrivals

5.8.1 The initial call to aerodrome control requesting clearance to enter a CTR must be made in sufficient time to allow the controller to assess the VFR and IFR traffic situation and issue a clearance prior to the aircraft reaching the CTR boundary. Pilots must advise if they are to operate in Special VFR conditions.

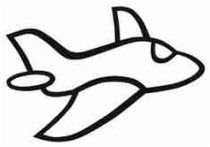
5.8.2 Arrival clearances may include a CTR Sector, a VFR Arrival Procedure, plain language instructions, or circuit joining instructions. Aircraft must remain within the lateral limits of any sector in the clearance, or follow the assigned route specified in the VFR Arrival Procedure or the clearance, and comply with circuit joining and reporting instructions. Altitude instructions are included in published VFR Arrival Procedures.



	HAMILTON TOWER XYZ
XYZ HAMILTON TOWER	
	XYZ C172 TE KOWHAI 2000 FEET FOR LANDING POB 2
XYZ JOIN LEFT HAND DOWNWIND RUNWAY 36 2000 FEET OR BELOW WIND 350 DEGREES 10 KNOTS QNH 1014 REPORT RUKUHIA	
	LEFT HAND DOWNWIND RUNWAY 36 AT 2000 FEET OR BELOW QNH 1014 WILCO XYZ
- - - - - - - - - - - - - -	
	CHRISTCHURCH TOWER XYZ
XYZ CHRISTCHURCH TOWER	
	XYZ DARFIELD 2500 FEET INFORMATION BRAVO FOR LANDING POB 4
XYZ CLEARED 20 EYREWELL ARRIVAL RUNWAY 20 QNH 1014	
	CLEARED 20 EYREWELL ARRIVAL RUNWAY 20 QNH 1014 XYZ
- - - - - - - - - - - - - -	
	WELLINGTON TOWER YYM
YYM WELLINGTON TOWER	
	YYM HAYWARDS 2500 FEET INFORMATION TANGO QNH 1018 FOR LANDING POB 3
YYM ENTER CONTROL ZONE VIA PETONE SECTOR 2000 FEET OR BELOW HOLD AT POINT HOWARD	
	ENTER CONTROL ZONE VIA PETONE SECTOR 2000 FEET OR BELOW HOLD AT POINT HOWARD YYM

5.9 Aerodrome Traffic Circuit

5.9.1 Circuit joining instructions will be issued early enough to allow a pilot to sight other aircraft and position in a safe and orderly manner into the circuit.



XYZ JOIN RIGHT HAND DOWNWIND RUNWAY 24 REPORT SIGHTING 737 DOWNWIND

RIGHT HAND RUNWAY 24 737 IN SIGHT XYZ

XYZ NUMBER TWO FOLLOW THE 737

NUMBER TWO WILCO XYZ

- - - - - - - - - - - - - - -

XYZ JOIN LEFT HAND DOWNWIND RUNWAY 09 NUMBER TWO FOLLOW 767 ON LEFT BASE

LEFT HAND RUNWAY 09 NUMBER TWO XYZ

XYZ DOWNWIND 767 IN SIGHT

XYZ ROGER

- - - - - - - - - - - - - - -

XYZ JOIN LEFT BASE RUNWAY 16 NUMBER TWO FOLLOW BANDEIRANTE THREE MILE FINAL REPORT SIGHTING

LEFT BASE RUNWAY 16 NUMBER TWO BANDEIRANTE IN SIGHT XYZ

XYZ ROGER

- - - - - - - - - - - - - - -

XYZ CROSS OVERHEAD THEN JOIN RIGHT HAND DOWNWIND RUNWAY 25

CROSS OVERHEAD RIGHT HAND RUNWAY 25 XYZ

- - - - - - - - - - - - - - -

XYZ MAKE STANDARD OVERHEAD JOIN LEFT TRAFFIC CIRCUIT RUNWAY 03

STANDARD OVERHEAD JOIN LEFT HAND RUNWAY 03 XYZ

5.9.2 The pilot having joined the traffic circuit makes routine reports as required.

XYZ DOWNWIND

XYZ NUMBER TWO FOLLOW CHEROKEE ON BASE

NUMBER TWO TRAFFIC IN SIGHT XYZ

- - - - - - - - - - - - - - -

XYZ REPORT FINAL (or BASE or LONG FINAL)

XYZ

XYZ FINAL

XYZ CONTINUE APPROACH WIND 270 DEGREES 7 KNOTS

5.9.3 It may be necessary in order to co-ordinate traffic in the circuit to issue delaying or expediting instructions.

XYZ EXTEND DOWNWIND NUMBER TWO FOLLOW CHEROKEE 4 MILES FINAL

NUMBER TWO TRAFFIC IN SIGHT XYZ

- - - - - - - - - - - - - - -

XYZ MAKE ONE ORBIT RIGHT REPORT AGAIN ON FINAL TRAFFIC ON RUNWAY

ORBITING RIGHT WILCO XYZ

- - - - - - - - - - - - - - -

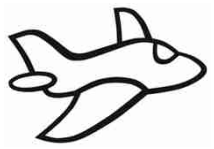
XYZ NUMBER ONE MAKE SHORT APPROACH CHEROKEE SIX MILES FINAL

SHORT APPROACH XYZ

5.10 Final Approach and Landing

5.10.1 If requested a “final” report is made when an aircraft turns onto final approach. If the turn onto final is made at a distance greater than four miles from touchdown a “long final” report is made.

The landing clearance will include the runway designator.



XYZ FINAL

XYZ WIND 270 DEGREES 7 KNOTS SEAL 02 CLEARED TO LAND

SEAL 02 CLEARED TO LAND XYZ

- - - - - - - - - - - - - - -

FASTAIR 345 LONG FINAL

FASTAIR 345 CONTINUE APPROACH WIND 260 DEGREES 18 KNOTS

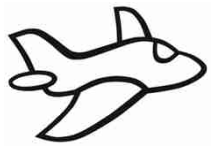
FASTAIR 345

FASTAIR 345 FINAL

FASTAIR 345 WIND 240 DEGREES 20 KNOTS RUNWAY 02 CLEARED TO LAND

RUNWAY 02 CLEARED TO LAND FASTAIR 345

5.10.2 A pilot may request to fly past the control tower or other observation point for the purpose of visual inspection from the ground.



FASTAIR 345 REQUEST LOW PASS UNSAFE LEFT GEAR INDICATION

FASTAIR 345 CLEARED LOW PASS RUNWAY 27 REPORT FINAL

RUNWAY 27 FASTAIR 345

FASTAIR 345 LANDING GEAR APPEARS DOWN

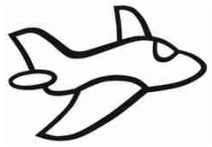
FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 RIGHT MAIN WHEELS APPEAR UP, LEFT MAIN WHEELS APPEAR DOWN

FASTAIR 345

5.10.3 For training purposes, a pilot may request permission to fly along the runway centre line without landing.



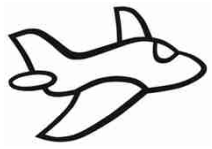
PQR REQUEST LOW APPROACH RUNWAY 09 FOR TRAINING

PQR CLEARED LOW APPROACH RUNWAY 09 REPORT FINAL

RUNWAY 09 FASTAIR 345

5.10.4 In order to save taxiing time when flying training in the traffic circuit pilots may request to carry out a “touch and go”, i.e. the aircraft lands, continues rolling and takes off, without stopping.

The touch and go clearance will include the runway designator.



XYZ REQUEST TOUCH AND GO

XYZ GRASS 02 CLEARED TOUCH AND GO

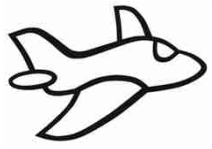
GRASS 02 CLEARED TOUCH AND GO XYZ

or

XYZ UNABLE TO APPROVE DUE TRAFFIC MAKE FULL STOP GRASS 02 CLEARED TO LAND

GRASS 02 CLEARED TO LAND FOR FULL STOP XYZ

5.10.5 When reduced runway separation is being used, controllers will pass traffic information on the preceding aircraft.

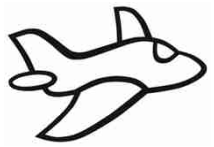


XYZ (TRAFFIC INFORMATION) RUNWAY 07 CLEARED TO LAND

RUNWAY 07 CLEARED TO LAND XYZ

5.11 Wind Shear

5.11.1 When wind shear is forecast or is reported by aircraft, ATC will warn other aircraft until such time as aircraft report the phenomenon no longer exists.



XYZ CAUTION WIND SHEAR REPORTED THREE MILE FINAL

XYZ

5.12 Wake Turbulence

5.12.1 When wake turbulence is suspected or known to exist ATC will warn aircraft as appropriate.

XYZ CAUTION WAKE TURBULENCE DC-10 LANDING AHEAD

XYZ

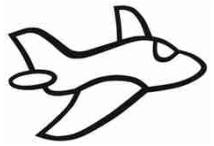
5.13 Go Around

5.13.1 If the runway is not available for landing, or to ensure ATC separation, or to avert an unsafe situation, this instruction will be given. Any transmissions to aircraft should be brief and kept to a minimum.

FASTAIR 345 GO AROUND AIRCRAFT ON THE RUNWAY

GOING AROUND FASTAIR 345

5.13.2 In the event that this procedure is initiated by the pilot, the phrase “going around“ will be used.



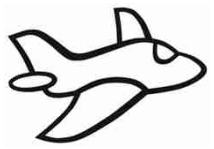
FASTAIR 345 GOING AROUND

FASTAIR 345 ROGER

5.14 After Landing

5.14.1 Except where normal operations for the aircraft type will necessitate a backtrack, arriving aircraft wishing to backtrack on the runway-in-use after landing should make that request to tower while on final approach. After landing, pilots must advise intended location on the aerodrome, and obtain a taxi clearance.

5.14.2 Remain on aerodrome control frequency until clear of the runway-in-use, then, unless otherwise instructed, contact surface movement control on the appropriate frequency for taxi instructions.



FASTAIR 345 TAKE FIRST RIGHT

FIRST RIGHT FASTAIR 345

- - - - - - - - - - - - - - -

GROUND FASTAIR 345 RUNWAY VACATED REQUEST TAXI TO STAND 7

FASTAIR 345 TAXI TO STAND 7 VIA TAXIWAY ALFA

TAXIWAY ALFA FASTAIR 345

- - - - - - - - - - - - - - -

XYZ CONTINUE TO THE END REPORT VACATING LEFT

XYZ

XYZ RUNWAY VACATED

XYZ CONTINUE TO AERO CLUB

XYZ

6. GENERAL RADAR PHRASEOLOGY

6.1 Introduction

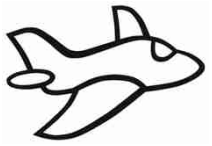
6.1.1 This section contains general radar phraseology which is commonly used in communications between aircraft and all types of radar units.

6.1.2 The phrase “UNDER RADAR CONTROL” is only used when a radar control service is being provided. Normally, however, the callsign suffix used by the radar unit is sufficient to indicate its function.

6.1.3 In a radar environment heading information given by the pilot and heading instructions given by controllers are in degrees magnetic.

6.2 Radar Identification

6.2.1 Occasionally aircraft will be required to make a turn for identification purposes.



PQR REPORT YOUR HEADING AND LEVEL

PQR HEADING 110 AT 6000 FEET

PQR FOR IDENTIFICATION TURN LEFT HEADING 080

LEFT HEADING 080 PQR

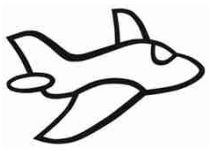
PQR IDENTIFIED 20 MILES NORTH WEST OF WANGANUI CONTINUE HEADING 080 VECTORING FOR ILS/DME APPROACH 34

PQR

PQR NOT IDENTIFIED RESUME OWN NAVIGATION

WILCO PQR

6.2.2 The pilot should be warned if identification is lost, or about to be lost.



XYZ IDENTIFICATION LOST IN RADAR OVERHEAD

XYZ

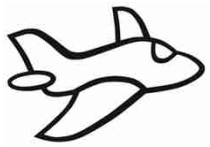
- - - - - - - - - - - - - - -

XYZ WILL SHORTLY LOSE IDENTIFICATION CONTACT WELLINGTON INFORMATION 121.3

121.3 XYZ

6.3 Radar Vectoring

6.3.1 Aircraft may be given specific vectors to fly in order to establish lateral separation. Unless it is self-evident, pilots should be informed of the reason why radar vectors are necessary.



FASTAIR 345 TURN LEFT HEADING 050 FOR SEPARATION

LEFT 050 FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 FLY HEADING 050

HEADING 050 FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 CONTINUE PRESENT HEADING

WILCO FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 TURN LEFT 10 DEGREES REPORT NEW HEADING

NEW HEADING 350 DEGREES FASTAIR 345

- - - - - - - - - - - - - - -

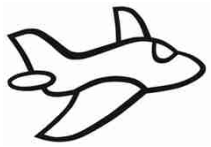
FASTAIR 345 REPORT YOUR HEADING

FASTAIR 345 HEADING 050

FASTAIR 345 ROGER CONTINUE HEADING 050

WILCO FASTAIR 345

6.3.2 When vectoring is completed, pilots will be instructed to resume their own navigation and given position information and appropriate instructions as necessary.



FASTAIR 345 RESUME OWN NAVIGATION DIRECT OHURA

DIRECT OHURA FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 RESUME OWN NAVIGATION DIRECT OHURA TRACK 070 DISTANCE 27 MILES

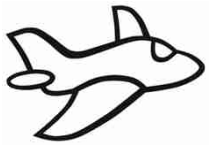
DIRECT OHURA 070 27 MILES FASTAIR 345

- - - - - - - - - - - - - - -

XYZ RESUME OWN NAVIGATION POSITION 15 MILES SOUTHEAST OF WAVERLEY

WILCO XYZ

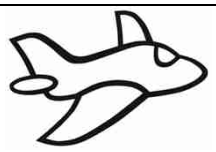
6.3.3 Occasionally an aircraft may be instructed to make a complete turn through 360 degrees for delaying purposes or to achieve a required spacing behind preceding traffic.



FASTAIR 345 MAKE ONE ORBIT LEFT FOR SEQUENCING

ORBIT LEFT FASTAIR 345

6.4 Traffic Information and Avoiding Action



FASTAIR 345 UNKNOWN TRAFFIC 10 O'CLOCK 11 MILES CROSSING LEFT TO RIGHT FAST MOVING

FASTAIR 345 NEGATIVE CONTACT REQUEST VECTORS

FASTAIR 345 TURN LEFT HEADING 050

LEFT HEADING 050 FASTAIR 345

FASTAIR 345 CLEAR OF TRAFFIC RESUME OWN NAVIGATION DIRECT ROTORUA

DIRECT ROTORUA FASTAIR 345

- - - - - - - - - - - - - - -

PQR TRAFFIC 2 O'CLOCK 5 MILES NORTHBOUND CHEROKEE AT 2000 FEET

PQR LOOKING

PQR IF NO SIGHTING SUGGEST TURN LEFT 60 DEGREES

PQR TRAFFIC IN SIGHT

PQR ROGER

- - - - - - - - - - - - - - -

FASTAIR 345 UNKNOWN TRAFFIC 1 O'CLOCK 3 MILES OPPOSITE DIRECTION FAST MOVING

FASTAIR 345 LOOKING ... FASTAIR 345 TRAFFIC IN SIGHT NOW PASSED CLEARED

FASTAIR 345 ROGER

- - - - - - - - - - - - - - -

FASTAIR 345 TURN RIGHT IMMEDIATELY HEADING 110 TO AVOID TRAFFIC 12 O'CLOCK 4 MILES

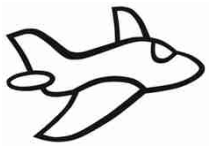
RIGHT HEADING 110 FASTAIR 345

FASTAIR 345 NOW CLEAR OF TRAFFIC RESUME OWN NAVIGATION DIRECT ROTORUA

DIRECT ROTORUA FASTAIR 345

6.5 Radar Vectors to Final Approach

6.5.1 Radar vectors are given to arriving flights to position them onto a pilot-interpreted final approach aid, or to a point from which a radar-assisted approach can be made. In the following example an identified aircraft is given radar vectors to the ILS/DME approach.

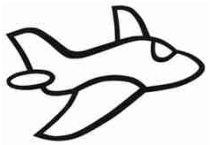


	WELLINGTON CONTROL FASTAIR 345 CAPE CAMPBELL 28 PASSING FL180 DESCENDING TO 7000 FEET TORY 32 INFORMATION CHARLIE QNH 1014
FASTAIR 345 IDENTIFIED DESCENDING TO 7000 FEET EXPECT VECTORING FOR ILS/DME APPROACH RUNWAY 16 NO DELAY	
	RUNWAY 16 FASTAIR 345
FASTAIR 345 LEAVE TORY HEADING 050	
	LEAVE TORY HEADING 050 FASTAIR 345
FASTAIR 345 REPORT SPEED	
	FASTAIR 345 SPEED 250 KNOTS
FASTAIR 345 REDUCE SPEED TO 210 KNOTS	
	REDUCING TO 210 KNOTS FASTAIR 345
FASTAIR 345 DESCEND TO 4000 FEET NUMBER FOUR IN TRAFFIC	
	LEAVING FL150 DESCENDING TO 4000 FEET FASTAIR 345
FASTAIR 345 POSITION 20 MILES WEST OF WELLINGTON	
	FASTAIR 345
FASTAIR 345 TURN RIGHT HEADING 080 BASE LEG NO SPEED REQUIREMENT ON FINAL	
	HEADING 080 FASTAIR 345
FASTAIR 345 12 MILES FROM TOUCHDOWN TURN RIGHT HEADING 130 CLEARED FOR ILS/DME APPROACH RUNWAY 16	
	HEADING 130 ILS/DME RUNWAY 16 FASTAIR 345
	FASTAIR 345 ESTABLISHED LOCALISER
FASTAIR 345 CONTACT TOWER 118.1	
	118.1 FASTAIR 345

NOTE: The radar controller should advise the aircraft of its position at least once prior to turning onto final approach.

6.5.2 Pilots will be advised when a controller intends to vector an aircraft through the final approach track and of the reason for the track extension.

FASTAIR 345 CONTINUE PRESENT HEADING TAKING YOU THROUGH THE LOCALISER FOR SEQUENCING



PRESENT HEADING FASTAIR 345

6.6 Radar Assistance to Aircraft with Radio Communications Failure

6.6.1 When a controller suspects that an aircraft is able to receive but not transmit messages, the radar may be used to confirm that the pilot has received instructions.

XYZ REPLY NOT RECEIVED IF YOU READ TURN LEFT HEADING 040

XYZ TURN OBSERVED POSITION FIVE MILES SOUTH OF NELSON VOR WILL CONTINUE TO PASS INSTRUCTIONS

6.7 Secondary Surveillance Radar

6.7.1 The following phrases together with their meanings are instructions which may be given by controllers to pilots regarding the operation of SSR transponders.

Phrase	*Meaning*
SQUAWK *(code)*	**Set code as instructed**
CONFIRM SQUAWK *(code)*	**Confirm the code set on the transponder**
RESET SQUAWK *(mode) (code)*	**Reselect assigned mode and/or code**
SQUAWK *(code and)* **IDENT**	**Operate the special position identification feature**
SQUAWK NORMAL	**Return to normal transponder operation**
STOP SQUAWK	**Terminate transponder operation**
SQUAWK MAYDAY	**Operate on code 7700**
SQUAWK STANDBY	**Suspend transponder operation** *(Select the standby feature)*
SQUAWK CHARLIE	**Select pressure altitude feature**
CHECK ALTIMETER SETTING AND CONFIRM *(level)*	**Check altimeter pressure setting and confirm present level** *(to nearest 100ft)*
STOP SQUAWK CHARLIE WRONG INDICATION	**Deselect pressure altitude feature because of faulty operation**
*** CONFIRM** *(level)*	**Check and confirm present level (to nearest 100ft)**

*Used to verify the accuracy of the Mode C derived level information displayed to the controller.

6.7.2 The pilot reply to SSR instructions is usually either an acknowledgement or readback.

FASTAIR 345 SQUAWK 6411

6411 FASTAIR 345

FASTAIR 345 CONFIRM SQUAWK 6411

SQUAWKING 6411 FASTAIR 345

FASTAIR 345 RESET ALFA 6411

RESETTING ALFA 6411 FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 CHECK ALTIMETER SETTING AND CONFIRM 8000 FEET

ALTIMETER 1026 8000 FEET FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 CONFIRM TRANSPONDER OPERATING

FASTAIR 345 NEGATIVE TRANSPONDER UNSERVICEABLE

- - - - - - - - - - - - - - -

FASTAIR 345 REPLY NOT RECEIVED IF YOU READ SQUAWK IDENT

FASTAIR 345 SQUAWK OBSERVED WILL CONTINUE TO PASS INSTRUCTIONS

7. APPROACH CONTROL

7.1 IFR Departures

7.1.1 At many airports both arrivals and departures are handled by a single controller on a single frequency. At busier airports arrivals and departures may be handled by separate controllers on separate frequencies.

7.1.2 In addition to the ATC route clearance, instructions for separation purposes may be issued prior to or after takeoff.

FASTAIR 345 CLEARED TO NADI VIA TORY OHURA FLIGHT PLANNED ROUTE FL290 WELLINGTON SOUTH ONE DEPARTURE CROSS TORY FL150 OR ABOVE

CLEARED TO NADI VIA TORY OHURA FLIGHT PLANNED ROUTE FL290 WELLINGTON SOUTH ONE DEPARTURE CROSS TORY FL150 OR ABOVE FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 PASSING 300 FEET CLIMBING TO 4000 FEET

FASTAIR 345 CLIMB TO FL220 CLIMB ON RADIAL 180 CHRISTCHURCH VOR UNTIL PASSING 9000 FEET THEN DIRECT OAMARU

CLIMBING TO FL220 180 RADIAL CHRISTCHURCH VOR UNTIL 9000 FEET THEN DIRECT OAMARU FASTAIR 345

- - - - - - - - - - - - - - -

PQR SET HEADING AT13 PASSING 2000 FEET CLIMBING TO 6000 FEET TORY AT 27

PQR AFTER PASSING 25 MILES NELSON DME CLIMB TO 9000 FEET

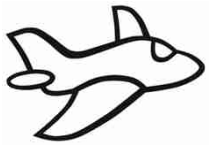
AFTER PASSING 25 MILES NELSON DME CLIMB TO 9000 FEET PQR

7.2 IFR Arrivals

7.2.1 Approach control will normally advise on initial contact the type of approach to be expected.

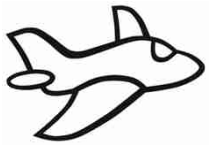
	INVERCARGILL TOWER FASTAIR 345 WEYDON 25 MAINTAINING 8000 FEET INVERCARGILL VOR 43 POB 36
FASTAIR 345 INVERCARGILL TOWER ENTER CONTROLLED AIRSPACE ON TRACK INVERCARGILL VOR AT 8000 FEET EXPECT VOR APPROACH RUNWAY 22	
	ENTER CONTROLLED AIRSPACE ON TRACK INVERCARGILL VOR AT 8000 FEET EXPECT VOR APPROACH RUNWAY 22 FASTAIR 345
FASTAIR 345 INVERCARGILL WIND 240 DEGREES 18 KNOTS 25 KILOMETRES CLOUD BROKEN 3500 FEET TEMPERATURE 18 QNH 1018 FORECAST 2000 FOOT WIND 200 DEGREES 25 KNOTS	
	QNH 1018 FASTAIR 345
- - - - - - - - - - - - - -	
FASTAIR 345 REVISED EXPECTED APPROACH TIME 47	
	ROGER FASTAIR 345
	FASTAIR 345 INVERCARGILL 42 MAINTAINING 8000 FEET HOLDING
FASTAIR 345 DESCEND TO 4000 FEET	
	LEAVING 8000 DESCENDING TO 4000 FEET FASTAIR 345
FASTAIR 345 DESCEND TO 2000 FEET CLEARED VOR APPROACH RUNWAY 22	
	DESCENDING TO 2000 FEET CLEARED VOR APPROACH RUNWAY 22 FASTAIR 345
	FASTAIR 345 VOR OUTBOUND
FASTAIR 345	
	FASTAIR 345 COMMENCING BASE TURN
FASTAIR 345	
	FASTAIR 345 INBOUND
FASTAIR 345	
	FASTAIR 345 VISUAL 800 FEET
FASTAIR 345 RUNWAY 22 CLEARED TO LAND WIND 260 DEGREES 20 KNOTS	
	RUNWAY 22 CLEARED TO LAND FASTAIR 345
- - - - - - - - - - - - - -	
PQR DESCEND DISTANCE (or VORSEC/VORTAC CHART) STEPS TO 5000 FEET EXPECT ILS/DME APPROACH RUNWAY 25 NO DELAY	
	DESCENDING DISTANCE (or VORSEC/VORTAC CHART) STEPS TO 5000 FEET RUNWAY 25 PQR
PQR CLEARED VOR APPROACH RUNWAY 18 JOIN DME ARC	
	CLEARED VOR APPROACH RUNWAY 18 JOIN DME ARC PQR

7.2.2 On occasions IFR aircraft do not complete the instrument approach procedure but request permission to make a visual approach. When the specific requirements for a visual approach have been met the pilot may make the request using the phrase “request visual approach”. Air Traffic Control will grant the request when traffic permits. When cleared by ATC for a visual approach further descent is unrestricted except when a specific restriction is included with the clearance for a visual approach or a specific restriction is included in a subsequent clearance.



	PQR VOR OUTBOUND LEAVING 3500 FEET
PQR ROGER	
	PQR REQUEST VISUAL APPROACH
PQR CLEARED VISUAL APPROACH MAINTAIN 2000 FEET REPORT SIGHTING METRO 4 MILES FINAL	
	CLEARED VISUAL APPROACH MAINTAINING 2000 FEET WILCO PQR
	PQR METRO IN SIGHT
PQR NUMBER TWO FOLLOW THE METRO DESCENT UNRESTRICTED	
	NUMBER 2 DESCENDING UNRESTRICTED PQR
- - - - - - - - - - - - - - -	
	PQR MAINTAINING 2000 FEET REQUEST VISUAL APPROACH
PQR CLEARED VISUAL APPROACH	
	CLEARED VISUAL APPROACH PQR
PQR CONTACT WELLINGTON TOWER 118.8	
	118.8 PQR
- - - - - - - - - - - - - - -	
	PQR DESCENDING TO 5000 FEET REQUEST VISUAL APPROACH
PQR NEGATIVE NUMBER FIVE IN TRAFFIC	
	PQR

7.2.3 Details of joining and holding procedures are contained in AIP New Zealand ENR 1.5.



FASTAIR 345 HOLD AT POKOM FL150 EXPECTED FURTHER CLEARANCE AT 24

HOLD AT POKOM FL150 FASTAIR 345

FASTAIR 345 HOLD AT GISBORNE ENTER THE RWY 32 HOLD

HOLD AT GISBORNE ENTER THE RWY 32 HOLD FASTAIR 345

XYZ HOLD AT WOODBOURNE ENTER THE ENROUTE HOLDING PATTERN

HOLD AT WOODBOURNE ENTER THE ENROUTE HOLDING PATTERN XYZ

ORION 69 HOLD AT THE OHAKEA INITIAL APPROACH FIX RWY 27 HOLD

HOLD AT THE OHAKEA INITIAL APPROACH FIX RWY 27 HOLD ORION 69

- - - - - - - - - - - - - - -

BOEING 7781 HOLD ON THE WHENUAPAI 080 RADIAL BETWEEN 35 AND 40 WP FL150 LEFT HAND PATTERN EXPECT FURTHER CLEARANCE AT 05

HOLD ON THE WHENUAPAI 080 RADIAL BETWEEN 35 AND 40 WP FL150 LEFT HAND PATTERN BOEING 7781

- - - - - - - - - - - - - - -

XYZ HOLD AT ROTORUA ENTER THE ALFA HOLD 4000 FEET EXPECTED APPROACH TIME 17

HOLD AT ROTORUA ENTER THE ALFA HOLD 4000 FEET XYZ

- - - - - - - - - - - - - - -

FASTAIR 345 DESCEND TO 13000 FEET HOLD AT WARDS EXPECT FURTHER CLEARANCE AT 52

DESCENDING TO 13000 FEET HOLD AT WARDS FASTAIR 345

FASTAIR 345 CANCEL HOLD WARDS

CANCEL HOLD WARDS FASTAIR 345

- - - - - - - - - - - - - - -

XYZ REQUEST CLEARANCE LEFT(/RIGHT) OF TRACK TO ESTABLISH 230 DEGREES INBOUND TO ROTORUA FOR THE VOR/DME ALFA APPROACH

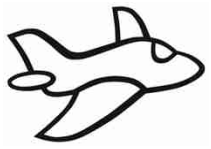
XYZ CLEARED AS REQUESTED, REPORT COMMENCING VOR/DME ALFA APPROACH
or
XYZ NEGATIVE, HOLD AT ROTORUA VOR EXPECT APPROACH AT 17

8. AREA CONTROL

8.1 General

8.1.1 Much of the phraseology used in area control is of a general nature. However, many instructions used in area control (particularly where radar is not available) are related to specific conditions in order to maintain aircraft separation.

8.1.2 The following examples provide a cross-section of phraseology used in area control. They may be varied, or added to, by combining their component parts according to the requirements of the prevailing traffic situation.



FASTAIR 345 REQUEST DESCENT

FASTAIR 345 MAINTAIN FL350 EXPECT DESCENT AFTER NELSON

MAINTAINING FL350 FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 DESCEND TO FL150 CROSS TAUPO FL170 OR ABOVE

DESCENDING TO FL150 CROSS TAUPO FL170 OR ABOVE FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 ARE YOU ABLE TO CROSS NELSON AT 54

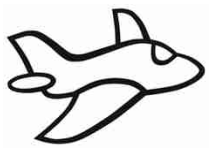
FASTAIR 345 AFFIRM

FASTAIR 345 CROSS NELSON AT 54 OR LATER

CROSS NELSON AT 54 OR LATER FASTAIR 345

8.2 Position Information

8.2.1 In order to assist in establishing separation, pilots may be instructed to provide additional position report information as well as routing reports.



FASTAIR 345 REPORT 25 MILES AUCKLAND DME

FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 REPORT DISTANCE FROM GISBORNE DME

FASTAIR 345 37 GISBORNE DME

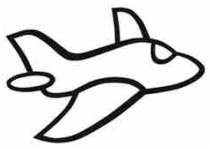
- - - - - - - - - - - - - - -

FASTAIR 345 REPORT PASSING 270 RADIAL ROTORUA VOR

FASTAIR 345

8.3 Level Information

8.3.1 Level information consists of climb and descent clearances or instructions and reports of leaving, reaching and passing levels as detailed in the Level Instructions paragraphs in the General Procedures and Phraseology section. Unless advice is received to the contrary, the aircraft is expected to vacate the level as soon as practicable. Under exceptional circumstances, if instant descent is required the word “immediately” is used.



FASTAIR 345 WHEN READY DESCEND TO FL180

WHEN READY DESCEND TO FL180 FASTAIR 345

FASTAIR 345 LEAVING FL350

- - - - - - - - - - - - - - -

FASTAIR 345 DESCEND TO FL180 REPORT PASSING EVEN LEVELS

LEAVING FL350 FOR FL180 WILCO FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 DESCEND IMMEDIATELY TO FL200 DUE TRAFFIC

LEAVING FL220 FOR FL200 FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 REQUEST BLOCK LEVEL FL160 TO FL180

FASTAIR 345 MAINTAIN BLOCK FL160 TO FL180

MAINTAIN BLOCK FL160 TO FL180 FASTAIR 345

- - - - - - - - - - - - - - -

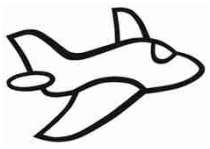
FASTAIR 345 REPORT YOUR LEVEL

FASTAIR 345 FL160

FASTAIR 345 CANCEL BLOCK CLIMB TO (/DESCEND TO/MAINTAIN) ALTITUDE/ (FLIGHT LEVEL)

CLIMBING TO (/DESCENDING TO/ MAINTAINING) … FASTAIR 345

8.3.2 An aircraft may request a clearance to climb or descend maintaining own separation while in VMC (available in class D airspace only). The clearance will include information on essential traffic.



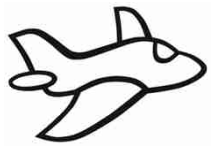
FASTAIR 345 REQUEST MAINTAIN OWN SEPARATION IN VMC

FASTAIR 345 DESCEND TO 6000 FEET MAINTAIN OWN SEPARATION IN VMC FROM …TO … TRAFFIC IS … . (position and altitude)

LEAVING … FOR 6000 FEET MAINTAIN OWN SEPARATION IN VMC …TO … TRAFFIC AT (position and altitude) FASTAIR 345

8.4 Flights Entering Controlled Airspace

8.4.1 IFR or VFR aircraft requiring to enter controlled airspace should make their request to the appropriate ATS unit in sufficient time to allow ATC to assess the traffic situation and issue a clearance prior to the aircraft reaching controlled airspace.



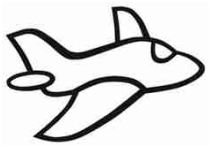
	CHRISTCHURCH CONTROL PQR
PQR CHRISTCHURCH CONTROL	
	PQR ESTIMATING ASHBURTON 45 MAINTAINING 9000 FEET REQUEST CLEARANCE
PQR CLEARED TO WANGANUI VIA CHRISTCHURCH VOR AND FLIGHT PLANNED ROUTE 9000 FEET ENTER CONTROL AREA AT ASHBURTON SQUAWK 5472 QNH 1014	
	CLEARED TO WANGANUI VIA CHRISTCHURCH VOR AND FLIGHT PLANNED ROUTE 9000 FEET ENTER CONTROL AREA AT ASHBURTON SQUAWK 5472 QNH 1014 PQR
PQR READBACK CORRECT	
- - - - - - - - - - - - - - -	
	OHAKEA CONTROL XYZ
XYZ OHAKEA CONTROL	
	XYZ HUNTERVILLE 4500 FEET REQUEST CLEARANCE TO ENTER CONTROLLED AIRSPACE ON TRACK PARAPARAUMU
XYZ CLEARED TO ENTER CONTROLLED AIRSPACE VIA HUNTERVILLE ON TRACK PARAPARAUMU AT 4000 FEET VFR QNH 997	
	CLEARED TO ENTER CONTROLLED AIRSPACE VIA HUNTERVILLE ON TRACK PARAPARAUMU AT 4000 FEET VFR QNH 997 XYZ
XYZ READBACK CORRECT	

8.4.2 It may be that because of the prevailing traffic situation a clearance cannot be issued immediately. A transponder (squawk) code may be issued to assist ATC in assessing the traffic situation. This does not constitute a clearance to enter controlled airspace.

PQR REMAIN OUTSIDE CONTROLLED AIRSPACE EXPECT CLEARANCE AT 55	
	REMAINING OUTSIDE PQR
- - - - - - - - - - - - - - -	
XYZ REMAIN OUTSIDE CONTROLLED AIRSPACE REMAIN THIS FREQUENCY SQUAWK 4503	
	REMAINING OUTSIDE SQUAWK 4503 WILCO XYZ

8.5 Flights Leaving Controlled Airspace

8.5.1 Flights leaving controlled airspace will normally be given a track or specific point by which to leave, together with any other relevant instructions necessary to ensure separation.



FASTAIR 345 NELSON 17 FL160 WESTPORT 33

FASTAIR 345 LEAVE CONTROLLED AIRSPACE ON TRACK WESTPORT AT FL160 IFR TRAFFIC IS …

LEAVE CONTROLLED AIRSPACE ON TRACK WESTPORT AT FL160 COPY THE TRAFFIC FASTAIR 345

8.5.2 An aircraft may be cleared to leave controlled airspace by descent.

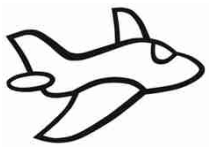
FASTAIR 345 LEAVE CONTROLLED AIRSPACE IN DESCENT REPORT PASSING 9500 FEET QNH 1014 NO REPORTED IFR TRAFFIC

LEAVING FL160 WILCO QNH 1014 NIL TRAFFIC FASTAIR 345

NOTE: In the above example the base of controlled airspace is 9500 feet.

8.6 RVSM Operations

8.6.1 The following phraseologies should be used for controller-pilot communications.



FASTAIR 345 CONFIRM RVSM APPROVED

NEGATIVE RVSM FASTAIR 345

or

AFFIRM RVSM FASTAIR 345

- - - - - - - - - - - - - - -

FASTAIR 345 UNABLE CLEARANCE INTO RVSM AIRSPACE, MAINTAIN (or DESCEND TO, or CLIMB TO) FL (number)

- - - - - - - - - - - - - - -

FASTAIR 345 UNABLE RVSM DUE TURBULENCE

or

UNABLE RVSM DUE EQUIPMENT

- - - - - - - - - - - - - - -

FASTAIR 345 REPORT ABLE TO RESUME RVSM

READY TO RESUME RVSM FASTAIR 345

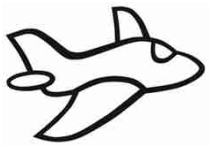
8.6.2 During operations in or vertical transit through RVSM airspace within the New Zealand FIR, pilots of **all** NON-RVSM approved aircraft are to insert the phrase “NEGATIVE RVSM” into radio calls when:

- requesting a level that is within or above RVSM airspace
- requesting a level change where that level is within or requires transit through RVSM airspace
- in read-backs of level clearances
- as part of the initial call when changing frequency.

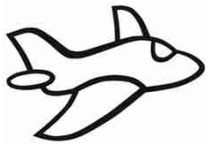
9. AERODROME FLIGHT INFORMATION SERVICE

9.1 At the time of publication, aerodrome flight information service in New Zealand is provided at Milford Sound and Paraparaumu. The examples given are indicative of the phraseology at an AFIS aerodrome.

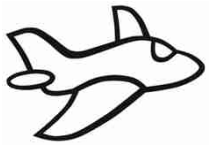
9.2 VFR Departures

	
	XYZ AT AERO CLUB ABOUT TO TAXI VFR TO NELSON POB 2
XYZ PREFERRED RUNWAY 29 WIND 280 DEGREES 20 KNOTS QNH 1014 TIME 42 CHEROKEE TAXIING ON YOUR RIGHT	
	XYZ TAXIING HOLDING POINT RUNWAY 29 (or as pilot selects) QNH 1014
XYZ SKIPPER ON BASE TWO CHEROKEES DOWNWIND	
	XYZ TRAFFIC IN SIGHT TAKING OFF
XYZ	

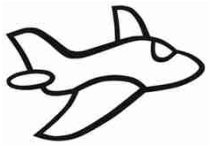
9.3 VFR Arrivals

	
	XYZ 10 MILES NORTH 2000 FEET ESTIMATING PAMSVILLE 42 POB 4
XYZ PREFERRED RUNWAY 29 WIND 270 DEGREES 20 KNOTS QNH 1014 CHEROKEE DEPARTING NORTH ALONG THE COAST REPORT WAVETOWN	
	XYZ ROGER RUNWAY 29 (or as pilot selects) QNH 1014
	XYZ WAVETOWN
XYZ SKIPPER ON FINAL 2 CHEROKEES DOWNWIND IN THE CIRCUIT	
	XYZ WILL JOIN OVERHEAD FOR RIGHT CIRCUIT
XYZ	
	XYZ JOINING OVERHEAD
XYZ 1 CHEROKEE ON BASE 1 ON FINAL	
	XYZ TRAFFIC IN SIGHT
	XYZ DOWNWIND
XYZ	
	XYZ BASE
XYZ	
	XYZ FINAL
XYZ WIND GUSTING 30 KNOTS	
	XYZ ROGER
	XYZ VACATING RUNWAY NEXT LEFT
XYZ	

9.4 IFR Departures

	
	PQR AT STAND 1 ABOUT TO TAXI IFR TO AUCKLAND POB 5
PQR PREFERRED RUNWAY 34 WIND 320 DEGREES 15 KNOTS QNH 1014 TIME 42 CESSNA VACATING RUNWAY	
	PQR ROGER QNH 1014 TAXIING HOLDING POINT RUNWAY 34 (or as pilot selects)
PQR CLEARANCE AVAILABLE	
	PQR READY TO COPY
WELLINGTON CONTROL CLEARS PQR TO AUCKLAND FLIGHT PLANNED ROUTE FL210	
	WELLINGTON CONTROL CLEARS PQR TO AUCKLAND FLIGHT PLANNED ROUTE FL210
PQR READBACK CORRECT TRAFFIC IS AN ATR 10 MILES NORTH ESTIMATING PAMSVILLE 50 FOR NDB APPROACH RUNWAY 34	
	PQR ROGER
	PQR READY TO LINE UP
PQR AIRTOURER TURNING FINAL FRIENDSHIP MID DOWNWIND	
	PQR TRAFFIC IN SIGHT TAKING OFF
PQR	

9.5 IFR Arrivals



TOURISTOWN FLIGHT SERVICE PQR

PQR TOURISTOWN FLIGHT SERVICE

PQR PASSING 8000 DESCENDING TO 3500 FEET TOURISTOWN 42 POB 21

PQR PREFERRED RUNWAY 18 WIND 210 DEGREES 20 KNOTS 15 KMS CLOUD BROKEN 2000 TEMPERATURE 18 QNH 1014 1 CHEROKEE IN THE CIRCUIT

PQR QNH 1014 WILL REPORT BEACON OUTBOUND FOR NDB APPROACH RUNWAY 18 (or as pilot selects)

PQR

PQR BEACON OUTBOUND LEAVING 5000 FEET

PQR

PQR COMMENCING BASE TURN

PQR INBOUND

PQR CHEROKEE ON BASE

PQR

PQR VISUAL JOINING DOWNWIND RIGHT HAND TRAFFIC IN SIGHT

PQR

PQR BASE

PQR

PQR VACATING RUNWAY

- - - - - - - - - - - - - - -

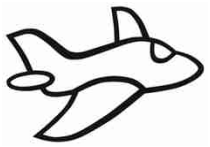
PQR MISSED APPROACH WILL REPORT BEACON OUTBOUND FOR NDB APPROACH

PQR

10. MANDATORY BROADCAST ZONES

10.1 Broadcast

Position, altitude and intentions should be broadcast on entry and at regular intervals (time interval is indicated on charts). An AWIB service is available at some aerodromes providing weather and operational conditions.



KAIKOURA TRAFFIC XYZ HAPUKU 3000 FEET TRACKING SOUTH VIA THE COAST

KAIKOURA TRAFFIC XYZ KAIKOURA TOWNSHIP 3000 FEET TRACKING SOUTH WILL PASS TO THE EAST OF THE AIRFIELD

KAIKOURA TRAFFIC XYZ CONWAY RIVER MOUTH 3000 FEET TRACKING SOUTH

- - - - - - - - - - - - - -

TAUPO TRAFFIC XYZ MISSION BAY 5500 FEET DESCENDING ETA TAUPO 35

TAUPO TRAFFIC XYZ WHITE CLIFFS 2900 FEET WILL JOIN DOWNWIND FOR RUNWAY 17

- - - - - - - - - - - - - -

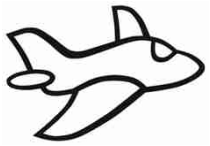
ARDMORE TRAFFIC PIPER CHEROKEE XYZ DRURY 1600 FEET TRACKING DIRECT TO JOIN OVERHEAD FOR RUNWAY 21

or

ARDMORE TRAFFIC PIPER CHEROKEE XYZ DRURY 1500 FEET DESCENDING TO 1100 FEET VIA PAPAKURA TO JOIN RIGHT BASE RUNWAY 03

10.2 High activity areas

In busy areas, such as those with high tourist scenic aircraft activity (eg, Southern Alps MBZ, Tarawera MBZ) keep position reports brief (position, altitude and direction of travel i.e. intentions).



XYZ HEAD OF THE TASMAN 9500 FEET WESTBOUND

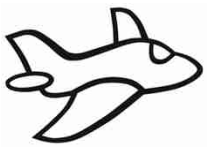
or

XYZ OVER THE UPPER FRANZ GLACIER 9500 FEET ORBITING LEFT THEN HEADING SOUTH

10.3 UNICOM

10.3.1 Where a UNICOM station is present and on watch (operators often have other duties and may not be listening all the time), they may pass on limited information on request. For instance, a pilot may ask for surface wind conditions to ascertain a preferred runway – UNICOM service operators will not designate the runway-in-use. (Information on meteorological and operational conditions may also be obtained from the AWIB).

UNICOM



TAUPO UNICOM XYZ REQUEST SURFACE WIND CONDITIONS

XYZ TAUPO UNICOM SURFACE WIND 360 DEGREES FIFTEEN KNOTS

XYZ

10.3.2 On request UNICOM service operators may relay information on the general location of aircraft known to them. They must not interpret that information. UNICOM is not an air traffic service and cannot provide traffic information – the information given is not traffic information but known aircraft.

UNICOM

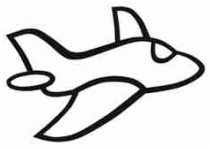
REPORTED TRAFFIC IS XRAY YANKEE ZULU WHO AT 1105 REPORTED 10 NM SOUTH AT 1500 FT JOINING

A LIGHT AIRCRAFT IS OBSERVED APPROXIMATELY 3 NM NORTH AT LOW LEVEL

A TOPDRESSER IS REPORTED TO BE OPERATING LOW LEVEL 8 NM TO THE EAST

11. COMMON FREQUENCY ZONES

11.1 Although not mandatory, pilots are encouraged to establish communications in these areas. Keep radio calls concise and use standard phraseology as much as possible. Avoid verbose accounts of your intentions as these will only cause frequency congestion. In many parts of the country there may be several adjacent areas and aerodromes using the same frequency.

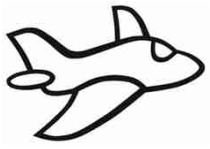


CANTERBURY TRAFFIC XYZ OKUKU 2500 FEET TRACKING TO OXFORD

- - - - - - - - - - - - - -

FIORDLAND TRAFFIC XYZ SOUTH MAVORA LAKE 5500 FEET TRACKING NORTHEAST VIA THE VON

11.2 Aircraft carrying out training may wish to indicate their operating range by altitude and by type of exercise.



CANTERBURY TRAFFIC XYZ 4 MILES SOUTHWEST OF OXFORD OPERATING BETWEEN 3000 AND 4000 FEET

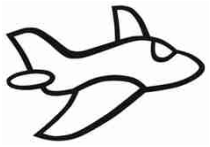
CANTERBURY TRAFFIC XYZ 5 MILES NORTHWEST OF DARFIELD 3500 FEET FORCED LANDING EXERCISE

12. UNATTENDED AERODROMES

12.1 General

Keep radio calls concise and use standard phraseology. Avoid verbose accounts of your intentions.

12.2 Arrival



RANGIORA TRAFFIC XYZ 8 MILES SOUTHWEST 1700 FEET JOINING OVERHEAD

Note. Do not ask "Any traffic?" NORDO aircraft cannot reply, others may not or, if several aircraft present, may all try to speak at once.
On the other hand, for those already in the circuit, it is good practice to report your position when you hear an aircraft joining – this gives them a heads-up on the runway in use and potential traffic.

RANGIORA TRAFFIC XYZ OVERHEAD JOINING FOR RUNWAY 07

Note. It is not necessary to say "letting down on the non-traffic side" as this is part of the standard procedure.

RANGIORA TRAFFIC XYZ TURNING DOWNWIND RUNWAY 07

Note. A further call on base or final may be advisable depending on other traffic.

TIMARU TRAFFIC FASTAIR 345 10 MILES NORTH PASSING 5000 DESCENDING 3000 TIMARU 42 POB 10

TIMARU TRAFFIC FASTAIR 345 BEACON OUTBOUND FOR NDB/DME APPROACH RWY 02

TIMARU TRAFFIC FASTAIR 345 COMMENCING BASE TURN

TIMARU TRAFFIC FASTAIR 345 ESTABLISHED FINAL APPROACH RUNWAY 02

TIMARU TRAFFIC FASTAIR 345 VISUAL TRAFFIC IN SIGHT

TIMARU TRAFFIC FASTAIR 345 VACATING RUNWAY

12.3 Departure

RANGIORA TRAFFIC XYZ TAXIING FOR RUNWAY 07

RANGIORA TRAFFIC XYZ LINING UP RUNWAY 07

RANGIORA TRAFFIC XYZ ROLLING RUNWAY 07 DEPARTING TO THE NORTH

or

DEPARTING OVERHEAD TO THE SOUTH

Note. In the second case another call, vacating overhead, may be appropriate.

- - - - - - - - - - - - - -

TIMARU TRAFFIC FASTAIR 345 TAXIING FOR RUNWAY 02 MOANA ONE DEPARTURE

TIMARU TRAFFIC FASTAIR 345 LINING UP RUNWAY 02

TIMARU TRAFFIC FASTAIR 345 PASSING 4800 TO THE NORTH CHANGING CONTROL ...

13. DISTRESS AND URGENCY PHRASEOLOGY

Emergency procedures are contained in AIP New Zealand, ENR 1.15.

13.1 Distress Messages

MAYDAY MAYDAY MAYDAY XYZ ENGINE ON FIRE UNABLE TO MAINTAIN HEIGHT MAKING FORCED LANDING POSITION 20 MILES SOUTH OF OAMARU PASSING 3000 FEET HEADING 360

XYZ DUNEDIN TOWER ROGER MAYDAY

- - - - - - - - - - - - - - -

MAYDAY MAYDAY MAYDAY GISBORNE TOWER XYZ ENGINE FAILED WILL ATTEMPT TO LAND AT YOUR FIELD POSITION 10 MILES NORTH OF GISBORNE AT 8000 FEET HEADING 180

XYZ GISBORNE TOWER ROGER MAYDAY CLEARED STRAIGHT-IN RUNWAY 14 WIND 150 DEGREES 10 KNOTS QNH 1008 YOU ARE NUMBER ONE

CLEARED STRAIGHT-IN RUNWAY 14 QNH 1008 XYZ

13.1.1 Imposition of Silence When MAYDAY in Progress.

The station in distress is permitted to impose silence, either to all stations or any station which interferes with the distress traffic.

ALL STATIONS OR XXX (being any one station), GISBORNE TOWER, STOP TRANSMITTING MAYDAY

Or; The station in control of distress traffic is permitted to impose silence, either to all stations or any station which interferes with the distress traffic.

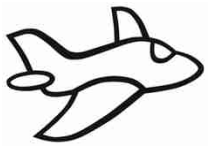
ALL STATIONS OR XXX (being any one station), XYZ, STOP TRANSMITTING MAYDAY

Radio silence should be observed by other stations until:

Distress traffic is transferred to another frequency, or

- Controlling station gives permission, or
- It has itself to render assistance, or
- The distress is cancelled/terminated.

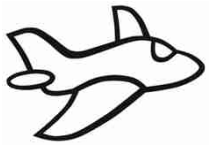
When PIC of the distress aircraft considers the emergency complete s/he will cancel the distress; controlling station will then transmit a message on the frequency used for the distress traffic.



XYZ MAYDAY CANCELLED (FURTHER INTENTIONS ETC)

ALL STATIONS DISTRESS TRAFFIC ENDED

13.2 Urgency Messages



PAN PAN – PAN PAN – PAN PAN CHRISTCHURCH INFORMATION XYZ HAVING DIFFICULTY MAINTAINING VMC REQUEST ASSISTANCE FOR LANDING AT WELLINGTON POSITION 15 MILES WEST OF WELLINGTON 2000 FEET HEADING 180

XYZ CHRISTCHURCH INFORMATION ROGER PAN FOR RADAR ASSISTANCE CONTACT WELLINGTON CONTROL 121.1

121.1 XYZ

- - - - - - - - - - - - - - -

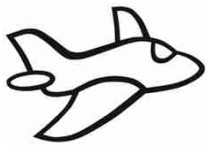
PAN PAN – PAN PAN – PAN PAN ROTORUA TOWER XYZ PASSENGER WITH SUSPECTED HEART ATTACK REQUEST PRIORITY LANDING POSITION FIVE MILES EAST OF ROTORUA HEADING 270 LEAVING 3000 FEET

XYZ ROTORUA TOWER ROGER PAN, NUMBER ONE JOIN LEFT BASE RUNWAY 18 WIND 180 DEGREES 10 KNOTS QNH 1008

RUNWAY 18 QNH 1008 XYZ

13.3 Emergency Descent

When an aircraft announces that it is making an emergency descent, the controller will take all possible action to safeguard other aircraft.



FASTAIR 345 EMERGENCY DESCENT HEADING 335

FASTAIR 345 ROGER

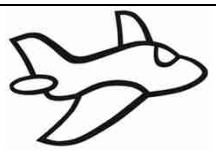
ALL STATIONS EMERGENCY DESCENT AT PARAPARAUMU NORTH ALL AIRCRAFT BETWEEN PARAPARAUMU AND WANGANUI BELOW FL200 FLY HEADING 250 IMMEDIATELY

FASTAIR 345 EMERGENCY DESCENT TO 7000 FEET REQUEST QNH

FASTAIR 345 8000 FEET AVAILABLE QNH 1015 ADVISE

FASTAIR 345 ROGER WILL BE ABLE TO MAINTAIN 8000 FEET QNH 1015

13.4 ACAS Resolution Advisory



{After commencing a deviation from an ATC clearance or instruction in order to comply with an ACAS RA}

FASTAIR 345 TCAS RA

FASTAIR 345 ROGER

{Note:this new phraseology may limit awareness of the direction of movement of the aircraft responding to the RA}

{After completing the response to an ACAS RA and initiating a return to the ATC clearance or instruction.}

FASTAIR 345 CLEAR OF CONFLICT RETURNING TO (assigned clearance)

FASTAIR 345 ROGER (or alternative instructions)

{After completing the response to an ACAS RA and resuming the assigned ATC clearance or instruction.}

FASTAIR 345 CLEAR OF CONFLICT (assigned clearance) RESUMED

FASTAIR 345 ROGER (or alternative instructions)

{After receiving an ATC clearance or instruction contradictory to the ACAS RA; the pilot will follow the RA and inform ATC directly.}

FASTAIR 345 UNABLE TCAS RA

FASTAIR 345 ROGER

13.5 Traffic Information Broadcasts by Aircraft (TIBA)

13.5.1 TIBA are reports and information transmitted by pilots for the information of pilots of other aircraft in the vicinity following a significant disruption to air traffic or telecommunication services. For further information and phraseology examples see AIP New Zealand, ENR 1.15.