

## **SENSITIVE SECURITY INFORMATION**

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Guam ARTCC, Andersen ATCT and ACC DET 3  
LOA; Subject: Inter-Facility Coordination Procedures

EFFECTIVE: 1 SEP 10

## LETTER OF AGREEMENT

### **SUBJECT: INTER-FACILITY COORDINATION PROCEDURES**

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1. **PURPOSE:** This LOA establishes procedures for the coordination and control of air traffic between Guam ARTCC and Andersen ATCT.

2. **CANCELLATION.** LOA, Subject: Inter-Facility Coordination and Operating Procedures, dated February 9, 2009 is canceled.

3. **SCOPE.** The procedures contained in this LOA are for the use between Guam ARTCC and Andersen ATCT for the mutual handling of 36 WG assigned, attached, and deployed air traffic operations.

#### 4. **RESPONSIBILITIES.**

##### a. Guam ARTCC shall:

- (1) Determine the type of IFR approach in use and notify Andersen ATCT for inclusion on the ATIS broadcast.
- (2) Provide appropriate IFR separation to VFR aircraft making practice instrument approaches. When unable to provide this service, advise Andersen ATCT.
- (3) Advise Andersen ATCT of any operational or equipment status information that may affect their facility, inter-facility coordination, or air traffic.

##### b. Andersen ATCT shall:

- (1) Advise Guam ARTCC of the primary runway in use.
- (2) Forward current ATIS and altimeter information via the GI keyboard function of the Offshore Flight Data Processing System (OFDPS). When this system is out of service, landline communication shall be utilized.
- (3) When authorized by Guam ARTCC, provide visual separation within 10 miles of Andersen AFB in accordance with FAA JO 7110.65.
- (4) Provide appropriate separation between local Special VFR operations and other IFR/Special VFR arriving and departing traffic.
- (5) Advise Guam ARTCC of any operational or equipment status information that may affect their facility, inter-facility coordination, or air traffic.
- (6) Advise Guam ARTCC of any changes to VFR traffic pattern status.

**5. DEPARTURE PROCEDURES.****a. Andersen ATCT shall:**

(1) When OFDPS is operational at both facilities, issue an abbreviated IFR departure clearance without prior coordination with Guam ARTCC. The clearance shall include the computer assigned beacon code. A Remove Strip (RS) function shall be coordinated with Guam ARTCC prior to entry into OFDPS. If the requested cardinal or block altitude is at or below 9,000', issue the requested altitude as part of the clearance without prior coordination. Except as specified in paragraph 6.b.(1), the minimum IFR altitude to be assigned is 3,000 feet. If the requested cardinal or block altitude is above 9,000', assign 9,000' or an appropriate block altitude at and below 9,000' and advise the aircraft to "EXPECT [requested altitude(s)] ONE ZERO MINUTES AFTER DEPARTURE." All block altitude assignments shall be coordinated with Guam ARTCC prior to aircraft departure.

(2) If either facility's OFDPS is out of service, request IFR clearances from Guam ARTCC.

(3) Assign a departure frequency of **Exemption 3 49 USC** unless otherwise coordinated.

(4) Request release for all IFR, Special VFR exiting the Class D airspace, and participating VFR TRSA aircraft. All releases are valid for 3 minutes, unless otherwise coordinated. Requests for multiple releases shall specify the departure sequence.

(5) Instruct all departing IFR, Special VFR exiting the Class D airspace, and participating VFR TRSA aircraft departing from Runway 6R/L to "FLY RUNWAY HEADING" and departing Runway 24R/L to "TURN RIGHT HEADING TWO SIX ZERO AT DEPARTURE END OF RUNWAY."

(6) For VFR departing aircraft requesting TRSA services, forward the following information to Guam ARTCC:

- a) Aircraft Identification and type
- b) Direction of flight, destination, and/or intentions.
- c) Requested altitude.
- d) ATCT-assigned discrete beacon code from the 0300 series.

(7) Each IFR/Special VFR exiting the Class D surface area/VFR TRSA departure requesting radar services shall be transferred to departure frequency when appropriate.

(8) Coordinate on a case-by-case basis for all aircraft requesting local IFR or VFR practice instrument approaches.

**b. Guam ARTCC shall:**

(1) Issue departure releases and restrictions, as necessary.

(2) Issue an IFR clearance for all IFR aircraft requesting practice instrument approaches, consistent with the pilot's intentions and higher priority duties.

**6. ARRIVAL PROCEDURES.****a. Guam ARTCC shall:**

(1) When the Andersen ATCT's TCW and the Guam ARTCC's MEARTS are operational, information on IFR/participating VFR inbound aircraft shall be coordinated using Automated Information Transfer (AIT). Coordination for non-full stop, non-designated runway in use, or opposite direction IFR/participating VFR arrival traffic shall be coordinated on an individual basis in accordance with paragraph 4. AIT shall only be used for coordinating IFR/participating VFR arrival traffic to the designated runway in use for full stop traffic, and only when all of the following requirements are met:

(a) OFDPS is operational at both facilities.

(b) Andersen ATCT is QUICK LOOKING the appropriate Guam ARTCC sector(s) and the TCW range is set at a minimum of 20 miles.

(2) IFR arrivals; enter the type of approach into the MEARTS data block from the index below.

(3) Participating VFR; enter the abbreviation VFR or VFR approach if known, and type aircraft into the MEARTS data block.

ILL - ILS Approach Left

ILR - ILS Approach Right

VAL - Visual Approach Left

VAR - Visual Approach Right

OHL - OVERHEAD Left

OHR - OVERHEAD Right

TAL - TACAN Left

TAR - TACAN Right

SFO - Simulated Flame out

VFR - VFR Arrival

(4) If equipment outages preempt AIT, Guam ARTCC shall forward to Andersen ATCT the following information when an IFR arrival is at least 15 flying miles but not further than 50 miles from the landing runway or on a participating VFR arrival prior to entering the Class D airspace:

(a) Position of aircraft.

(b) Aircraft identification.

(c) Type aircraft, if OFDPS is out of service.

(d) Type approach and landing runway.

(e) Type landing if other than full stop.

(5) Acknowledge all missed approaches.

(6) Transfer communications to Andersen ATCT prior to entering the Class D airspace, unless otherwise coordinated. Transfer of communications for SFO aircraft are specified in Paragraph 9.c.3.

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b. Andersen ATCT shall:

(1) In the event a missed approach or when an IFR aircraft on a visual approach is issued a go around and cannot enter ATCT's traffic pattern, issue the appropriate climb-out instruction unless otherwise directed by Guam ARTCC.

a) RWY 6 L/R - "FLY RUNWAY HEADING, CLIMB AND MAINTAIN 2,500".

b) RWY 24 L/R - "AT DEPARTURE END OF RUNWAY, TURN RIGHT HEADING TWO SIX ZERO, CLIMB AND MAINTAIN 2,500".

(2) In the event an aircraft cannot continue an approach to Andersen AFB due to traffic conditions or other exigency, coordinate with Guam ARTCC for breakout instructions.

**8. SPECIAL VFR PROCEDURES**

a. Andersen ATCT may authorize local Special VFR operations within the assigned portions of the Class D airspace without prior coordination with Guam ARTCC in accordance with paragraph 10.

b. Andersen ATCT shall coordinate Special VFR departures exiting the Class D airspace with Guam ARTCC by forwarding the following information prior to departure:

(1) Aircraft identification and type.

(2) Position, altitude restrictions, and pilot's intentions.

(3) Special VFR aircraft will be assigned a discrete beacon code from the 0300 subset.

c. Guam ARTCC shall coordinate Special VFR aircraft entering or transiting through the Class D airspace with Andersen ATCT by forwarding the following information prior to issuing a clearance:

(1) Aircraft identification and type.

(2) Position, direction of flight, altitude restrictions, and pilot's intentions.

**9. SIMULATED FLAMEOUT APPROACHES.**

a.. Responsibilities.

(1). Overhead SFO/Straight-In SFO requests will be handled on a case-by-case basis and can be disapproved or terminated at any time due to traffic, safety, or weather conditions prior to reaching High Key or 10-mile final. Once terminated, no attempt will be made to re-enter or complete the approach without specific approval from Guam ARTCC or Andersen ATCT.

(2). An Overhead SFO pattern is left turns for Runway 06 L/R and right turns for Runway 24 L/R. All Overhead SFO/Straight-In SFO approaches shall terminate with a low approach. Pilots shall advise Andersen ATCT of their intentions after completing a low approach as soon as practical.

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(3). If holding is necessary to accommodate an Overhead SFO, aircraft shall remain within 3 NM from Andersen AFB, making left turns for Runway 06 L/R or right turns for Runway 24 L/R at an altitude specified by Guam ARTCC. Holding shall not be authorized for a Straight-In SFO.

(4). Aircraft conducting an Overhead SFO/Straight-In SFO shall be considered by Guam ARTCC as a non-participating VFR aircraft for the application of TRSA procedures from the time of communications transfer to Andersen ATCT.

(5). Andersen ATCT shall provide pertinent traffic information to aircraft which are operating within or adjacent to the SFO maneuvering area.

c. Coordination Procedures.

(1). Guam ARTCC shall first coordinate the request with Andersen ATCT for approval before advising the pilot to proceed to High Key or a 10-mile final. Pilots will be responsible for their own navigation to High Key or a 10-mile final unless otherwise instructed by Guam ARTCC.

(2). Unless otherwise coordinated, Guam ARTCC shall initiate communications transfer to Andersen ATCT prior to the aircraft reaching High Key or 10-mile final.

(3). Requests to conduct multiple Overhead SFO/Straight-In SFO approaches after a low approach or for a departing aircraft requesting an Overhead SFO/Straight-In SFO shall be coordinated on a case-by-case basis.

## 10. GLOBAL HAWK (RQ-4) PROCEDURES

a. The term "suspend" when used in air-to-ground communications means that the RQ-4 will hold in a circular pattern at a flight-plan waypoint.

b. The RQ-4 shall operate:

(1) On an IFR clearance.

(2) Only when the Temporary Flight Restriction (TFR) Airspace is in effect.

(3) Within the lateral confines of the TFR when operating at or below Class A airspace.

c. The RQ-4 pilot shall:

(1) Apply the following "Lost Link" (C1) procedures:

(a) Aircraft will squawk 7600 and follow pre-programmed route of flight.

(b) Advise ARTCC with programmed route of flight and altitude schedule.

(c) Advise ARTCC when link is re-established.

### NOTE 1:

The RQ-4 "Lost Link" (C1) routing is dependent on position:

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-During departure, the RQ-4 will continue the normal departure routing and filed altitude schedule to the UA Zone and orbit for 47 minutes. If link is not re-established, the RQ-4 will return to base following normal arrival routing and altitude schedule to mission planned runway. The RQ-4 pilot will advise ARTCC of expected timing, route of flight and any deviations to assigned altitude.

-During "pattern only" profiles prior to UAM 317/08 (GECKO), the RQ-4 will continue on normal routing to GECKO and orbit within the TFR for 47 minutes. If link is not re-established, the RQ-4 will continue to the mission planned runway following normal routing and altitude schedule. The RQ-4 pilot will advise ARTCC of expected timing, route of flight and altitude schedule.

-Once inbound on arrival from the UA zone or anytime after GECKO, the RQ-4 will continue inbound to the mission planned runway following normal routing and altitude schedule. The RQ-4 pilot will advise ARTCC of expected timing, route of flight and altitude schedule.

-Returning from outside the local area, the RQ-4 will proceed to the UA Zone via filed routing & altitude schedule and orbit for 47 minutes. If link is not re-established, the RQ-4 will return to base following normal arrival routing and altitude schedule to mission planned runway. The RQ-4 pilot will advise ARTCC of expected timing, route of flight and altitude schedule.

d. Unless being radar vectored by ARTCC, the RQ-4 shall navigate via the RQ-4 Arrival or Departure Routes, or the RQ-4 "Pattern-Only" profiles listed in Attachment 3. Any changes made to arrival/departure routes will be coordinated between all parties for approval prior to implementation.

e. When executing a go-around inside the FAF, the RQ-4 will climb to 2,500 feet MSL until one mile off the end of the runway. From there, the RQ-4 will climb to 10,000 MSL and fly the preplanned route back to the landing runway.

f. When requested by the RQ-4 pilot, ARTCC shall issue suggested radar vectors to assist in avoiding aircraft not receiving radar services.

g. When providing a radar vector to the RQ-4, ARTCC shall ensure that the aircraft remains within the lateral confines of the TFR when the RQ-4 is below Class A airspace.

#### NOTE 2-

The preferred RQ-4 "suspend" (holding) points are:

-UAM 317/08 "GECKO" remaining inside the TFR.

-Unmanned Aircraft (UA) Zone above FL430.

#### NOTE 3-

The RQ-4 must be within 2,000 feet vertically of the appropriate mission plan IAF altitude to execute the approach.

h. ARTCC shall coordinate with the RQ-4 pilot the flight track and altitude of aircraft receiving radar services without an operable transponder.

### **11. CLASS D AIRSPACE DIVISIONS.**

a. Andersen ATCT's Class D Airspace is divided into areas "A" and "B", as depicted in Attachment 1.

b. Andersen ATCT retains control of Area "A" at and below 2,600 feet.

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c. Guam ARTCC retains control of Area "B" at and below 2,600 feet. Traffic permitting, Area B shall be released to Andersen ATCT on request.

## **12. ATCT EVACUATION.**

a. In the event Andersen ATCT is evacuated, the Class D airspace shall revert to Class E airspace. Once Andersen ATCT advises that limited operations to the airfield are resumed from the alternate location, the Class E airspace shall revert to Class D airspace.

b. When the Andersen Alternate Tower location is activated, all coordination will be accomplished via cell phone at 687-5374. All coordination from Guam ARTCC will be accomplished via landline at 473-1270.

## **13. ANDERSEN AIRFIELD ON-CALL/CLOSURE PROCEDURES.**

Andersen ATCT shall notify Guam ARTCC prior to closing or re-opening the tower.

## **14. ATTACHMENTS.**

- a. Attachment 1 – Andersen AFB Class D Surface Area
- b. Attachment 2 - SFO/Straight-In and SFO/Overhead Pattern
- c. Attachment 3- RQ-4 Global Hawk Routing

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CHARLES T. CORNELISON  
Air Traffic Manager, Guam ARTCC  
Federal Aviation Administration

//Signed// (b) (6) 12 Aug 10  
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36th Operations Group

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9th Operations Group



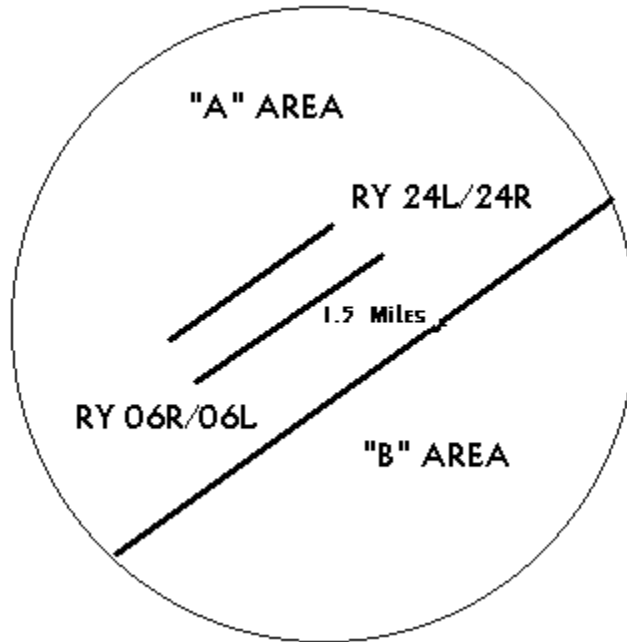
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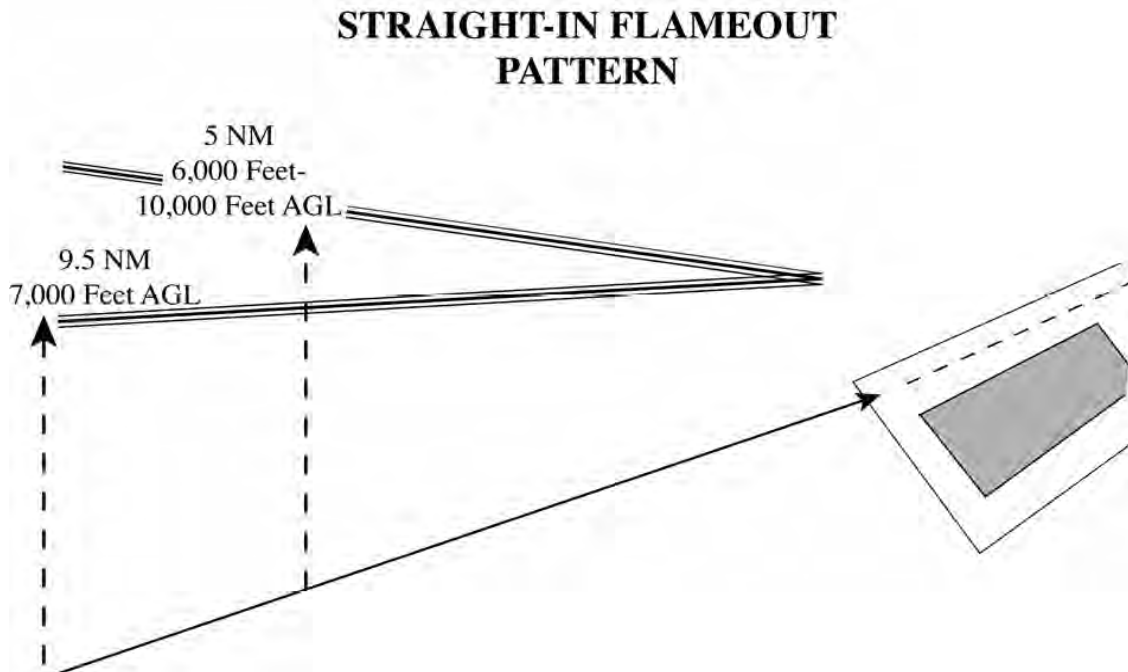
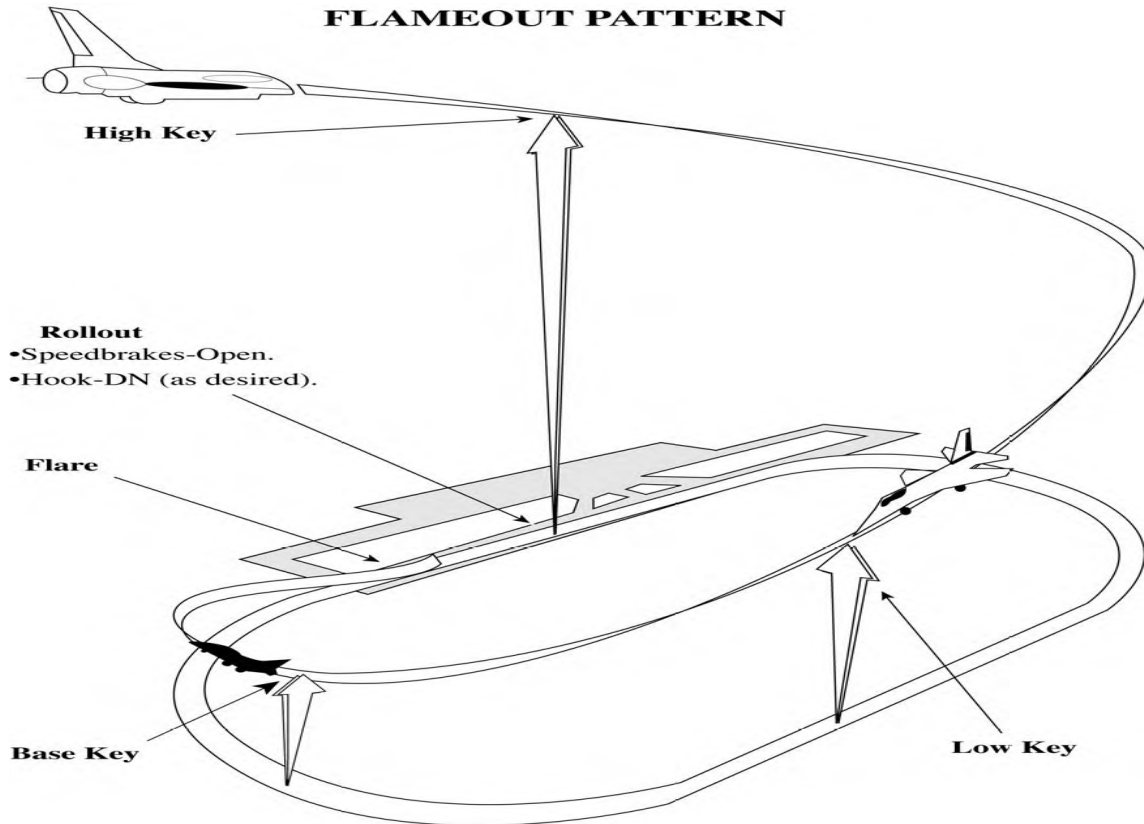
Attachment 1: Andersen AFB Class D Surface Area

DEFINED: Area "A" is that airspace within the Andersen AFB Class D surface area, north of an extended imaginary line 1.5 miles south of the airport reference point and parallel to Runway 6R/24L, and Area "B" is that airspace south of the extended imaginary line, extending from the surface up to and including 2,600 feet.



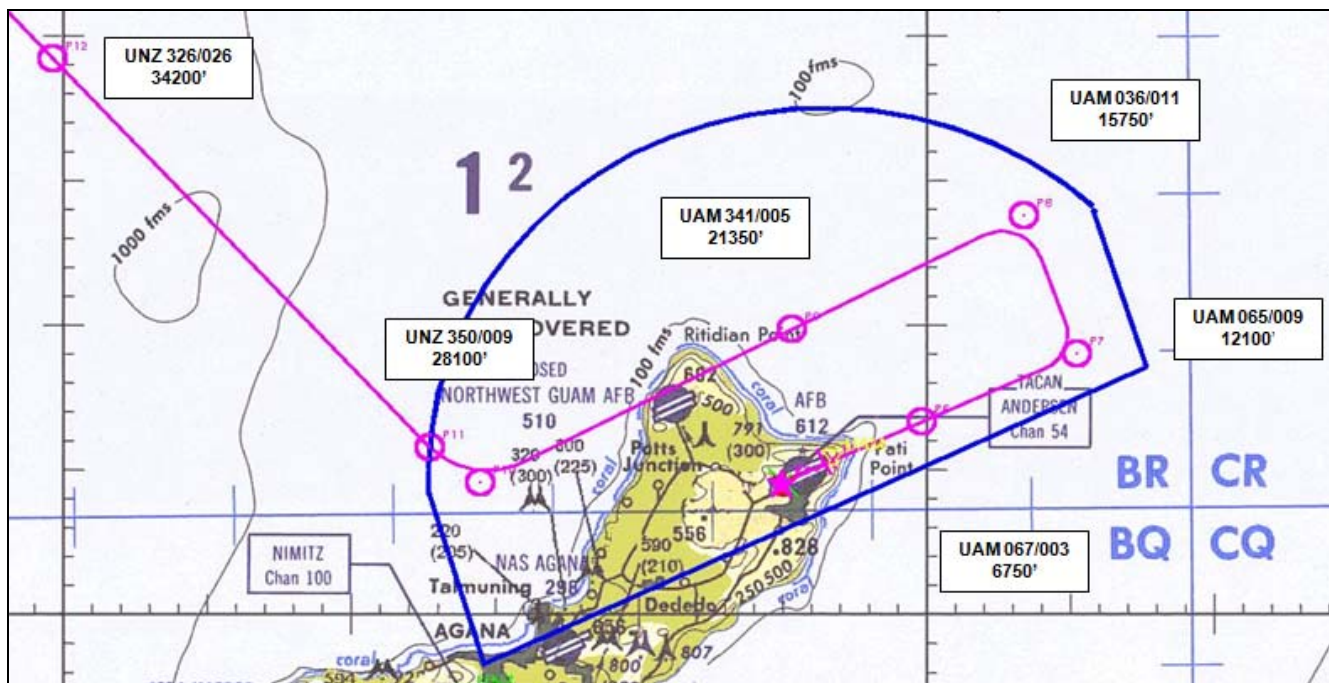
Attachment 2: SFO/Straight-In SFO Flameout Pattern

High Key 11,000 feet MSL or below



## Attachment 3: RQ-4 Global Hawk Preplanned Routing

## RWY 06R Departure



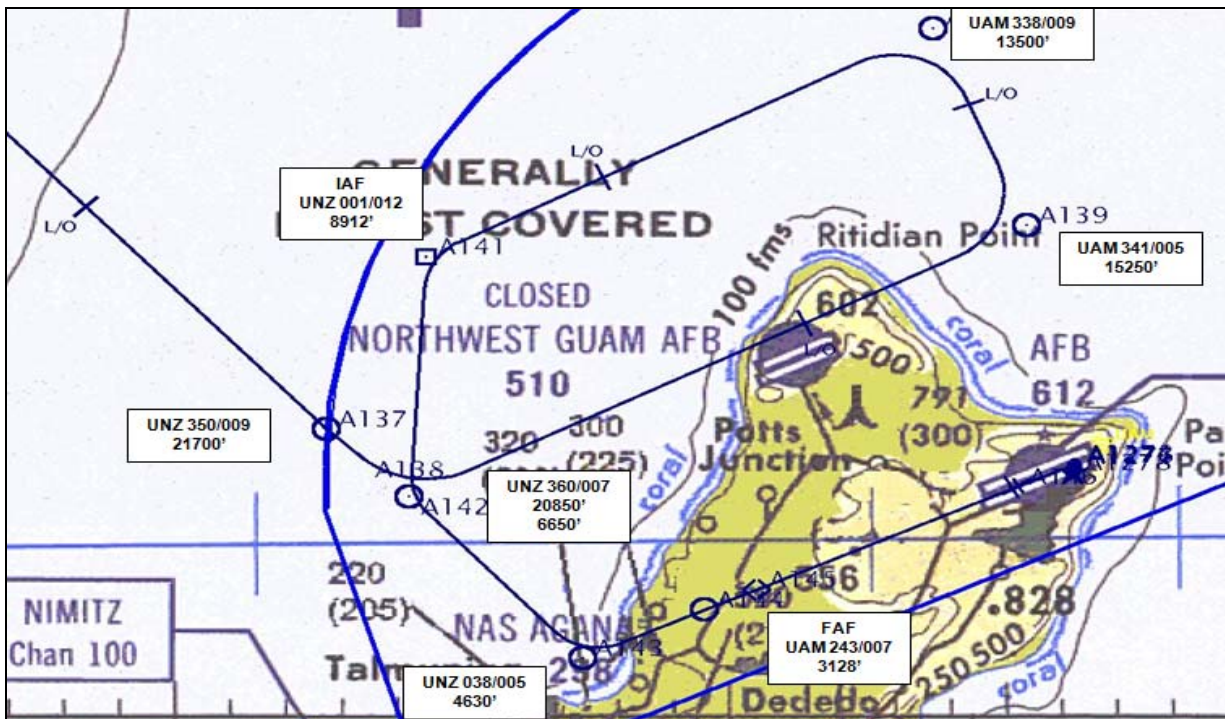
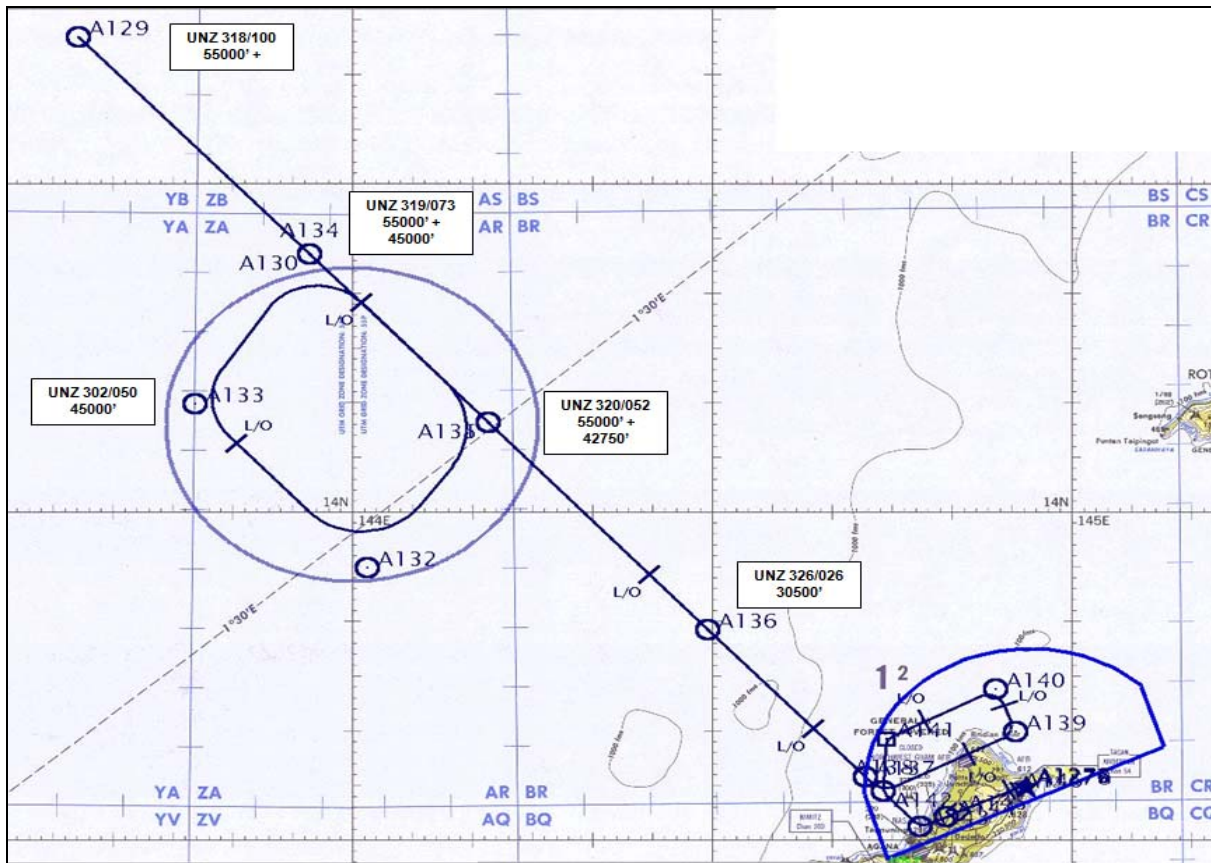
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RWY 06R Arrival



Pattern Only



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