

# **OPERATIONAL LETTER OF AGREEMENT BETWEEN MIAMI AIR ROUTE TRAFFIC CONTROL CENTER (ARTCC) AND PORT-AU-PRINCE AREA CONTROL CENTER (ACC)**

**SUBJECT: PROCEDURES RELATING TO THE COORDINATION OF AIR TRAFFIC  
BETWEEN MIAMI ARTCC AND PORT-AU-PRINCE ACC**

## **1.0 PURPOSE:**

This document establishes the coordination and operational procedures to be applied by MIAMI ARTCC and PORT-AU-PRINCE ACC (hereafter referred to as Miami and Port-au-Prince), with respect to aircraft crossing the common FIR/CTA boundary. These procedures are complementary to the ICAO Standards and Recommended Practices.

## **2.0 EFFECTIVE DATE: 15 March 2011**

## **3.0 DISTRIBUTION AND SUCCESSION:**

- 3.1 This document will be distributed to the ICAO Regional Office; Director of Civil Aviation Haiti; Manager of Air Traffic Services Miami; and Air Traffic Personnel at Miami and Port-au-Prince.
- 3.2 When this Letter of Agreement becomes effective, it supersedes any previous existing document, and will therefore constitute the official document governing the procedures and responsibilities between the respective facilities.

## **4.0 GENERAL:**

- 4.1 The MEVA Voice Circuit will be used as the primary means of communications for coordination of Air Traffic.
- 4.2 The Clearance Limit must be the airport of destination, unless otherwise coordinated.
- 4.3 Unless previously coordinated and approved by receiving facility, traffic must be routed and established on ATS routes as described in the appropriate AIP.
- 4.4 Coordination fixes and Transfer of Control Points for aircraft crossing the common boundary will be as follows:

### **TRANSFER OF CONTROL POINTS (TCP)**

<b>POINT</b>	<b>ROUTES</b>
JOSES	A315/A315E/UA315, UL304, Y586
BODLO	UL337, A756/UA756
ALBBE	A636/UA636, B882/UB882, M594, G504, Y589
BOTES	G444/UG444

## **5.0 COORDINATION PROCEDURES:**

### **5.1 Flight Plan and Control Information:**

- 5.1.1 Flight Plans on aircraft operating from airports located within Miami and Port-au-Prince FIR/CTAs which are expected to cross the common boundary, must be transmitted via AFTN so as to reach the receiving facility at least 20 minutes prior to the time the aircraft is expected to enter the airspace of that facility.
- 5.1.2 During AFTN circuit failure, the transferring facility must forward abbreviated flight plans to the receiving facility, for flight plans that had not previously been transmitted. This coordination must be accomplished via the MEVA VOICE circuit at least 20 minutes prior to the aircraft estimate at the Transfer of Control Point.
- 5.1.3 Estimate information must be transmitted by the transferring ACC/ARTCC to the receiving ACC/ARTCC, at least 15 minutes prior to the time the aircraft will cross the Transfer of Control Point.
- 5.1.4 The receiving ACC/ARTCC must be notified whenever a revised estimate varies by 3 or more minutes from the previously coordinated estimate.
- 5.1.5 The transferring ACC/ARTCC must coordinate with the receiving ACC/ARTCC of any change in flight plan prior to aircraft crossing the Transfer of Control Point. Flight levels **must not** be amended when aircraft are within 10 minutes of the Transfer of Control Point, without prior approval.
- 5.1.6 If the aircraft cannot be accepted under the conditions proposed by the transferring ACC/ARTCC the accepting ACC/ARTCC must notify the transferring ACC/ARTCC of the changes that will be required in the current Flight Plan in order for the flight to be accepted.
- 5.1.7 Due to the proximity of URLAM to ZMA Airspace, Port-au-Prince must provide Miami with a URLAM estimate on westbound traffic on L/UL212.

### **5.2 Communications:**

- 5.2.1 Transfer of Air/Ground communications of an aircraft from the transferring facility to the receiving facility must be made prior to, or at the Transfer of Control Point indicated in sub paragraph 4.4 of this agreement.
- 5.2.2 In the event the MEVA voice circuit fails, the transferring ACC/ARTCC must clear aircraft to the appropriate TCP. Transfer of communication must be issued at least 10 minutes prior to TCP with instructions to forward TCP/boundary estimate and Flight Level. Upon verification from aircraft that the receiving facility has obtained the estimate and flight level, the aircraft may be re-cleared beyond the TCP.
- 5.2.3 The receiving ACC/ARTCC must not change the altitude or course of aircraft prior to the Transfer of Control Point, unless otherwise coordinated.
- 5.2.4 Communications must be in accordance with Appendix 1.

## **6.0 SEPARATION:**

### **6.1 Vertical Separation:**

- 6.1.1 Aircraft must be assigned appropriate semi-circle flight levels or altitudes IAW FAA JO 7110.65 Chapter 4 Section 5 Paragraph 4-5-2 and ICAO DOC 4444 Annex 2, Appendix 3.

AIRCRAFT	SEPARATION		
	BELOW FL 290	FL 290 – FL 410	ABOVE FL 410
RVSM approved	1000 feet	1000 feet	2000 feet
Approved Non-RVSM		2000 feet	

#### **6.1.2 RVSM:**

- 6.1.2.1 RVSM is defined as exclusionary airspace from FL290-FL410 in accordance with FAA JO 7210.3 Section 9 Reduced Vertical Separation Minimum and ICAO DOC 4444 Annex 2, Appendix 3.

#### **6.1.3 Exceptions in RVSM exclusionary airspace:**

- 6.1.3.1 DOD: US Military aircraft, including all DOD certified aircraft operated by NASA and the U. S. Government.
- 6.1.3.2 Lifeguard: missions of an urgent medical nature; to be utilized only for that portion of the flight requiring expeditious handling. Examples of “urgent nature” would include: first call to an accident scene, carrying patients, organ donors, organs, or other urgently needed lifesaving medical material.
- 6.1.3.3 Foreign State aircraft: aircraft used for transporting a head of state and military aircraft associated with international agreements such as “open skies” flights.
- 6.1.3.4 Manufacturer development or certification flights: new production aircraft in the certification and/or development phase that have not received RVSM approval status.

### **6.2 Longitudinal:**

- 6.2.1 The longitudinal separation applicable to flights being transferred at the same cruising level and operating on the same or converging routes or tracks must not be less than 10 minutes and Mach number technique must be applied as required.
- 6.2.2 In the event of a complete communication failure between Port-Au-Prince and Miami, longitudinal separation must be 15 minutes in all cases.

## **7.0 A-636 OFFLOAD PROCEDURES:**

When A-636 Offload is implemented, Port-au-Prince will accept aircraft routed via A636 with 10 minute separation from Miami and Santo Domingo ACC. Port-au-Prince must be notified of the time A-636 Offload is implemented and terminated. The coordination and separation procedures outlined in this agreement must be utilized during A-636 Offload.

## **8.0 OTHER:**

- 8.1 There will be no deviations from the procedures specified in this document unless prior coordination is effected which completely defines the responsibilities in each case.

## **9.0 SAFETY:**

- 9.1 Miami and Port-au-Prince agree to promote and encourage a "Safety First Culture." Miami and Port-au-Prince also agree to pursue and share concepts that facilitate the exchange of data regarding operational incidents and other pertinent safety information. The sharing of this data will promote a collaborative approach to Safety Risk Management.
- 9.2 Miami and Port-au-Prince will identify points of contact (POC) within their respective facilities, as the Safety POC. The POC for Miami ARTCC is the Support Manager for Safety, and the POC for Port au Prince is the Manager for Quality Control. These POCs must ensure that when an incident occurs, proper incident investigation and data analysis is conducted so as to further promote the "Safety First Culture."

## **10.0 REVISIONS:**

- 10.1 This document will be subject to revision whenever Standards, Recommended Practices or Supplementary Regional Procedures contained in it are modified, when new communications facilities or new air traffic services, which might affect these procedures, are commissioned. For any other matter, which might make it advisable to change this document, the interested facility will propose the pertinent revision.

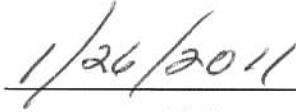
## **11.0 DISSEMINATION:**

- 11.1 The dissemination of this Letter of Agreement and of its subsequent modifications will be made in full no less than 30 days prior to the effective date, and furthermore, both parties will include in their respective Manuals and AIPs those sections of this agreement that will affect air operations.

Representing MIAMI:



Eric Fox  
Air Traffic Manager, Miami ARTCC



Date

Representing PORT-AU-PRINCE:



Wesner Exelhomme  
Director of Air Navigation  
OFNAC Haiti



Date

## APPENDIX 1

Telephone Contact numbers are as follows:

Commercial Numbers	PORT-AU-PRINCE	MIAMI
Tel/fax:	(509) 2250-0175/0998	(305) 716-1511
Tel:	(509) 2513-1828	(305) 716-1786/1588
Maintenance:	(509) 2250-2043	(305) 716-1203

MEVA contact numbers are as follows:

MEVA Voice Circuit		
PORT-AU-PRINCE to MIAMI		
POSITION		DIAL
Maintenance		00
Controller		1912 (24/7) / 1903 (mid-shift)
DATA		
MIAMI to PORT-AU-PRINCE		
Maintenance		2800
ACC Control Room		2801/ 2802 (Ring)
DATA		

Air/Ground frequencies are as follows:

Position	PORT-AU-PRINCE	MIAMI
Controller ACC/ARTCC	124.5	123.77 / 132.3
MTPP Approach	119.8	
MTCH Tower	118.7	

## APPENDIX 2

### Airspace description: Port-au-prince FIR/CTA

L	202500	0714000	'A
L	195600	0714000	'B
L	195400	0714500	'C
L	194500	0714200	'D
L	194200	0714600	'E
L	192300	0714200	'F
L	191900	0714800	'G
L	191400	0713800	'H
L	190700	0713900	'I
L	185700	0715400	'J
L	185800	0714800	'K
L	184300	0714500	'L
L	183900	0720000	'M
L	183100	0715300	'N
L	182800	0715600	'O
L	182000	0714300	'P
L	181300	0714700	'Q
L	180200	0714500	'R
L	180000	0714800	'S
L	170000	0714000	'T
L	170000	0730000	'U
L	183000	0750000	'V
L	200000	0732000	'W
L	202500	0730000	'X

## APPENDIX 2

