



SAMPLE OF RADIOTELEPHONY PHRASEOLOGY FOR USE IN LATVIA vACC

**WHAT SHOULD BE ADHERED WHEN
COMMUNICATING WITH ATC**

(FOR FLIGHT SIMULATION USE ONLY)

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Record of revisions, amendments and corrigenda

Revisions

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Amendments

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Corrigenda

No.	Description	Date

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1. PURPOSE OF THIS DOCUMENT

The aim of the Latvia vACC radiotelephony manual is to provide pilots and Air Traffic Services personnel with a compendium of clear, concise, standardized phraseology and associated guidance, for radiotelephony communication in VATSIM's Latvia simulated airspace.

2. CLEARANCE WITH SID

PILOT "Riga, good evening, BTI 1 (AirBaltic 1 (one)), Boeing 737, Stand 5 with information ALPHA. Request start-up and clearance to Stockholm Arlanda."

ATC "BTI 1, Riga, good evening. Start-up approved, QNH 1018, runway 18 in use. Cleared to Stockholm Arlanda via LAPSA ONE ECHO departure, Upper November 623, initially climb and maintain 4000 feet, expect final cruise FL390 (Flight Level three nine zero) 10 minutes after departure, Squawk 2601."

PILOT "Start-up approved QNH 1018 and runway 18 in use. Cleared to Stockholm via LAPSA ONE ECHO departure, Upper November 623, 4000 feet, expect FL390 in 10, Squawk 2601, BTI 1."

ATC "BTI 1, read back is correct."

3. CLEARANCE WITH NO SID

For example, if you are located in Liepaja Airport (EVLA) or any other regional airport in Latvia with no local (EVLA TWR, APP) air traffic control available and if the Riga Control is in air, you have to contact him in order to just to move a meter. If no ATC Service within Latvia airspace is provided, proceed to UNICOM 122.800Mhz with standard traffic advisories.

PILOT "Riga Control, good evening, BTI 1, Liepaja National airport, Stand 5, Fokker 50, Request startup and clearance to Tallinn."

ATC "BTI 1, Riga Control, good evening, startup approved, runway 25 in use, QNH 1017. Call you back for clearance."

PILOT "Runway 25 and QNH 1017, BTI 1."

ATC "BTI 1, ready to copy clearance?"

PILOT "Affirmative, go ahead, BTI 1."

ATC "BTI 1, cleared to Tallinn, after departure right turn direct TENSI, FL90, Squawk 2602."

PILOT "Cleared to Tallinn, right turn direct TENSI, FL90, Squawk 2602, BTI 1."

ATC "BTI 1, read back is correct."

4. PUSHBACK

PILOT "Riga, BTI 1, Stand 5, request pushback."

ATC "BTI 1, pushback approved."

PILOT "Pushback approved, BTI 1."

5. TAXI

Version 1:

PILOT "BTI 1, request Taxi."

ATC "BTI 1, taxi to and hold short of runway 18."

PILOT "Taxi to and hold short of runway 18, BTI 1."

OR

ATC "BTI 1, taxi to holding position runway 18."

PILOT "Taxi to holding position runway 18, BTI 1."

Version 2:

PILOT "BTI 1 request Taxi."

ATC "BTI 1 taxi and line up runway 18."

PILOT "Taxi and line up runway 18, BTI 1."

6. TAKE OFF

ATC "BTI 1, line up runway 18 and wait (hold)."

PILOT "Line up runway 18 and wait (hold), BTI 1."

ATC "BTI 1, Wind 170 degrees at 7 knots, runway 18, cleared for takeoff."

PILOT "Runway 18, cleared for takeoff, BTI 1."

OR

ATC "BTI 1, Wind 170 degrees at 7 knots, runway 18, cleared for takeoff, switch to approach on 123.123, have a nice flight, bye bye."

PILOT "Runway 18, cleared for takeoff, to approach 123.123 bye, bye, BTI 1."

7. DEPARTURE, CLIMB

At this stage, if both TWR and APP were working, a hand-off from TWR to APP would be carried out, right after takeoff.

ATC "BTI 1, contact Approach on 123.123, have a nice flight, bye bye."

PILOT "Switching to approach, 123.123, thank you, bye bye."

After hand-off, the annunciation to Approach should be carried out by indicating your current altitude and the initial altitude you have been given by TWR controller's issued clearance (this manual 4'000ft). By knowing your current altitude the Approach controller will be able to verify that information he has on you on radar screen is correct, meaning that yours and Approach controller's data about the altitude agree. You should also state your SID assigned in clearance by Tower, or in case with No-SID, state that you are flying runway heading. Then APP will issue you a departure vector.

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What should be adhered when communicating with ATC

PILOT "Approach, good evening, BTI 1 climbing through 800ft (eight hundred Feet) to 4000ft⁽¹⁾ (four thousand feet), LAPSA ONE ECHO departure, with you."

OR

"Approach, good evening, BTI 1 climbing through 800ft (eight hundred Feet) to 4000ft (four thousand feet), runway heading, with you."

ATC "BTI 1, RADAR CONTACT (Radar Identified)."

PILOT "Roger, BTI 1."

OR

ATC "BTI 1, RADAR CONTACT (Radar Identified), continue climb to FL390."

PILOT "Climb and maintain FL390, BTI 1."

OR

ATC "BTI 1, RADAR CONTACT (Radar Identified), continue climb to FL390, turn right heading 270 direct LAPSA, no speed restrictions."

PILOT "Climb and maintain FL390, right 270 direct LAPSA, no speed restrictions, BTI 1."

Options might vary depending on traffic intensity.

If there is only APP or CTR without TWR then no hand-off will be carried out, instead you might get something like:

ATC "BTI 1, Wind 170 degrees at 7 knots, runway 18, cleared for takeoff, call airborne."

PILOT "Runway 18, wilco⁽²⁾, cleared for takeoff, BTI 1."

PILOT "Climbing through 800ft (eight hundred Feet) to/for 4000ft (four thousand feet), BTI 1."

ATC "BTI 1, RADAR CONTACT (Radar Identified)."

PILOT "Roger⁽³⁾, BTI 1."

OR

ATC "BTI 1, RADAR CONTACT (Radar Identified), continue climb to FL390."

PILOT "Climb and maintain FL390, BTI 1."

OR

ATC "BTI 1, RADAR CONTACT (Radar Identified), continue climb to FL390, turn right 270 direct LAPSA, no speed restrictions."

PILOT "Climb and maintain FL390, right 270 direct LAPSA, no speed restrictions, BTI 1."

⁽¹⁾ - 4000ft is commonly used as initial altitude in Riga, but it can vary.

⁽²⁾ - Will Comply (after receiving new directions). In this example by saying Wilco, pilot indicates that he will call "airborne" after takeoff.

⁽³⁾ - information received.

8. DESCEND

Version 1:

PILOT "BTI 1, request descend."

ATC "BTI 1, descend to FL100 (flight level one hundred)."

PILOT "Descend FL100, BTI 1."

Version 2:

ATC "BTI 1, descend to altitude 2500 feet. QNH 1008, transition level 55."

PILOT "Descend to altitude 2500 feet, QNH 1008, transition level 55, BTI 1."

9. INBOUND CLEARANCE

ATC "BTI 1, cleared inbound Riga via TENS2 Echo arrival for runway 18."

PILOT "TENS2 Echo for runway 18, BTI 1."

10. VECTORED APPROACH

ATC "BTI 1, turn right heading 070, vectoring ILS approach runway 18."

PILOT "Right heading 070, BTI 1."

11. APPROACH

ATC "BTI 1, cleared ILS approach runway 18, report established (on ILS) / (report 8 mile final)."

PILOT "Cleared ILS approach runway 18, will call established, BTI 1."

12. LANDING

Version 1:

PILOT "BTI 1, established on the ILS RWY 18."

ATC "BTI 1, continue approach. You are number 2. (Wind 230 degrees at 15 knots)"

PILOT "Continue approach as number 2, BTI 1."

Version 2:

ATC "BTI 1, runway 18, cleared to land. Wind 230 degrees at 15 knots, QNH 1008, report vacated."

PILOT "Runway 18 cleared to land, QNH 1008, will report vacated, BTI 1."

ATC "BTI 1, RWY 18, vacated on ALPHA."

ATC "BTI 1 taxi to Gate 5 via Alpha and Foxtrot."

PILOT "Gate 5 via Alpha and Foxtrot, BTI 1."

13. MISSED APPROACH

PILOT "BTI 1, executing missed approach."

ATC "BTI 1, missed approach confirmed (acknowledged). Climb on runway heading to 2500 ft. (Expect) Vectoring for ILS approach runway 18."

PILOT "Climb on runway heading to 2500 ft, vectoring for ILS runway 18, BTI 1."

14. URGENCY

PILOT "PAN PAN, PAN PAN, PAN PAN. Riga approach, BTI 1 need to return to Riga immediately. Have a sick passenger that needs medical attention."

ATC "BTI 1, Distress call is confirmed, turn right heading 070. Vectoring ILS runway 18."

PILOT "Right turn to heading 070, vectoring for ILS runway 18, BTI 1."

15. DISTRESS

PILOT "MAYDAY, MAYDAY, MAYDAY, Riga approach (control), BTI 1, need to return to Riga immediately. Fire in left engine."

ATC "BTI 1, your emergency is confirmed. Turn right heading 070. Vectoring ILS approach runway 18."

PILOT "Right turn to heading 070, vectoring ILS runway 18, BTI 1."

ATC "BTI 1, when ready report fuel and souls onboard and recycle transponder to 7700."

PILOT "5 tons of fuel and 78 souls onboard, transponder 7700, BTI 1."

ATC "BTI 1, roger."

16. FINAL REMARKS

Within all communications pilot must use his full call sign as filed in his flight plan, or abbreviated one, if controller did abbreviate it first. For example, if initial call sign is BTI123 pilot must pronounce it as following: AirBaltic 123, though if ATCO responds with Baltic 123 (shortens it) then pilot does accept Baltic 123 instead of AirBaltic 123, and uses it in further communication until next hand over where he again has to use his full call sign.

In addition, please note, this is a compendium of how things should be carried out, but over the time, some details may differ in case of heavy traffic and by other causes.

In case of questions, comments or any other uncertainties feel free to contact Latvia vACC staff.