

Unit II – Clearance Delivery

1- Introduction

The function of the Clearance Delivery controller is to issue an IFR clearance to aircraft planning to depart IFR, and to gather and issue flight information to aircraft requesting to depart VFR. If a flight plan needs to be modified, the controller must issue the changes to the pilot promptly. Failing to catch an inappropriate routing can lead to confusion between the pilot and the departure controller once the aircraft is airborne. With all the different methods VATSIM pilots use to generate a routing, the controller will encounter many acceptable variations of a route to the same destination. The clearance delivery controller must become familiar with all of the different formats of which flight plans may be filed.

2- Clearance Format

All IFR clearances should be issued in the same format. A general guideline is the abbreviation CRAFT.

Clearance Limit

The clearance limit issued to an aircraft departing from any airport shall be the destination airport. A flight plan containing more than one airport is called a "round robin" flight. The controller is to clear the aircraft to the final destination airport on a round robin flight, which may even be back to departure airport in some cases.

Route/SID

SID stands for Standard Instrument Departure. SIDs in Croatia take the pilot directly to their first fix along their planned route. Not all pilots have access to, or the ability to fly a SID. When this situation arises, the controller must issue full, detailed departure instructions to the aircraft, which **may** simulate the appropriate SID procedure that they would normally be assigned. These instructions are explained in the 'Departure Instructions' section found below

Remember to use judgment before simply issuing a SID to a pilot. By looking at the filed flight plan the controller must decide if they will need to confirm that the pilot has, and is able to fly a SID. A pilot that does not know what a SID is and simply repeats the SID name in the readback of their clearance may fly unpredictably on departure. A pilot that does not realize what they will be expected to do on departure by ATC even though they read back the name of a SID may decide to depart and turn on course climbing to their filed cruise altitude without notice. This can result with the Approach controllers having losses of separation with other aircraft inside their area.

A controller able to accept the route that the pilot has originally filed should use the term "Flight Planned Route" when issuing the clearance. If unable, then once the route amendments have been made, the newly issued portion of the route shall be stated explicitly as part of the clearance so as to avoid any confusion. The controller

is to refile any route revision on ASRC/VRC/Euroscope so that it is updated on the VATSIM system.

Altitude

The SIDs themselves may state an initial altitude on them. In this case, an initial altitude need not be given. In all other cases, pilots should be given an initial altitude that is acceptable. Rwy 23 is Westbound, initially 4000, 6000, 8000etc.

Frequency

The departure frequency can be given although not very necessary. We discourage the use of it.

Transponder/Special Information

The only piece of special information issued is the aircraft's four digit SSR or transponder code. The transponder or 'squawk' code assigned is to be unique for each aircraft and selected from the banks of squawk codes allocated for use by the vACC. For our purposes the codes are:

IFR Flights: 5200-5277

VFR Flight: 7000-7077

3- Aircraft Unable to Fly a SID

Aircraft that do not have, or are unable to fly a SID must be given a full, detailed departure clearance, which explicitly states their initial climb-out altitude. To remain consistent with direction of take-offs, initial altitudes should be appropriate with the direction of the take-off. Example, Aircraft departing runway 05 has an initial altitude of 5000ft.

4- Approving and Amending of Flight Plans

The most important aspect of the Clearance Delivery position is being able to quickly recognize an appropriate versus an inappropriate flight plan, and be able to provide an alternate routing to the pilot. In addition to the filed route, the requested cruise altitude must be verified for direction of flight and corrected when necessary. The controller must become familiar with the different formats that pilots file flight plans with. Some appear with only fixes, VORs and NDBs while others may be comprised of a combination of Victor and High Level Jet Routes.

It is important to realize that when a route amendment is issued to a pilot, the clearance delivery controller must link their amendment to the pilot's original route at a common point. In the above example the controller cannot simply issue "change your route to start with VBA". The change needs to be issued so there is no doubt as to where the change over to the pilot's original route will begin. Example: "route change- file PIS DOL then as filed" This amendment contains DOL as the location as to where the pilot can continue with their originally filed route.

The clearance delivery controller should negotiate a proper cruise altitude or flight level with the pilot rather than simply assigning one. The reason for denial of the filed cruise level or altitude should be given. Also, the reason for any route change from the originally filed flight plan should be explained if possible to the pilot. Once any required changes have been made, only then should they issue a pre-departure clearance to the pilot. The controller should try and minimize the extent to which a filed route is changed. There is a database of routes which are 'preferred' routes and they are the routes which ATC encourages pilots to file for their flight. However the preferred routes are not the only routes which may be filed and approved and it is not an accepted practice for Clearance to issue changes to filed routes based simply on the fact the pilot did not file the preferred route to their destination.

5- Readback of IFR clearance

A readback on a clearance issued to an aircraft containing a SID must include both the SID and transponder code. It is not mandatory for any other details to be readback to the controller. If a route amendment was issued, it is necessary to obtain a readback on the new route. An aircraft that is not able to fly a SID must readback the transponder code and also the initial altitude they are authorized to climb to after departure.

11- VFR aircraft

The clearance delivery controller may be contacted by aircraft intending to depart for VFR flight. As in the case of each departing IFR aircraft, each VFR aircraft must have a unique transponder code assigned to them. A departing VFR aircraft should be informed of the runway they can anticipate for departure, and be assigned an initial climb-out altitude and transponder code. The controller must ensure that a VFR aircraft has filed an appropriate cruising altitude for their flight if they intend to fly enroute to another location, and obtain a readback on the initial altitude assigned to them. If the current weather conditions are such that VFR flight is not permitted, the controller should inform the aircraft of the current weather and ask what the aircraft's intentions are.

Clearance Delivery Phraseology

Altitudes issued to pilots by Clearance Delivery:

1- IFR *WITH* A SID

CTN123 Cleared to (Destination) airport via the (SID) departure.

(Flight Planned/Amended) route. Initially (Altitude) feet. Depart runway (Runway), squawk (SSR code)

2- IFR *WITHOUT* A SID

CTN123 cleared to (Destination) airport via the (Flight planned/Amended) route

maintain (Altitude). Depart runway (Runway), climb (assigned heading) for vectors, squawk (SSR code)

3- VFR DEPARTURE INSTRUCTIONS

9A-ABC, VFR (To Airport) depart runway (Runway) climb (Runway/Other) heading. Departure to (Direction of Destination) approved, squawk

(SSR code)

Examples

1- Landing and departing runway 23 LDZA Zagreb.

Clearance, MAH481, requesting IFR clearance.

MAH481, Zagreb, cleared to Budapest via RUDIK2C departure, flight planned route. Initially 5000ft, Depart runway 24R, squawk 5217.

It's RUDIK2C off 23, as filed squawk 5217 for MAH481.

MAH481, readback correct, push and start approved, QNH (QNH), advise taxi.

Copy QNH advise taxi MAH481.

2- MAH483 to Budapest with no SIDs
MAH483 A321 LDZA RUDIK KORPY LHBP FL320

Clearance, MAH483 with you IFR to Budapest.

MAH483, Zagreb, altitude incorrect for direction of flight, it will be FL310 or FL330, your choice. FL320 is a westbound level.

FL330 for MAH483 thank you.

Malev 483, check (Amended Altitude) FL330, cleared to Budapest Airport via the flight planned route, maintain 5,000. Depart runway 23, climb runway heading for vectors, squawk code 5215.

Malev 483, FL330 to Budapest sqwk 5215.

Malev 483 please confirm runway heading to 5000ft.

Sorry Malev 483 runway heading to 5000 feet on departure.

Malev 483 readback correct push and start approved QNH 1013 advise taxi.

3- Departing runway 23 at Split, 9A-LJM, VFR
9A-LJM C310 LDSP Following Shoreline LDDU VFR 7,500

Clearance, its Cessna 310 LJM, we're going VFR to Dubrovnik today at 7500ft..

Cessna 310 LJM, Split, VFR to Dubrovnik. Depart runway 23, climb runway heading, departure to South East approved, squawk code 7005.

LJM check 23, squawk 7005.

LJM readback correct, start up approved QNH 1013 advise taxi.

LJM