

## Croatia vACC Training

### III – Zagreb Ground

#### 1- Apron Activities

Ground normally will be in contact with departures while they are still at their gate or parking position requesting pushback and/or engine start. The apron is an uncontrolled surface and ATC cannot authorize requests for any activities on the apron. Although ATC has no authority over operations on the apron, they may however provide information on known traffic. For example if an aircraft is ready to pushback from a terminal and another aircraft has already been given taxi clearance to the terminal, the aircraft pushing back should be told that there will be an aircraft taxiing in their area shortly. Also, the aircraft that will be entering the apron and taxiing for the terminal should also be advised that an aircraft will be pushing back.

Standard response for pushback and start is:

“Pushback and start-up approved/at discretion QNH 1013 advise ready for taxi.”

#### 2- Taxi Authorization

Once an aircraft has completed pushback and engine start they will call ready for taxi. At this point the aircraft will notify ATC if they have the ATIS. As a ground controller, you are not permitted to have voice ATIS but you will have your own standard ATIS. An aircraft without the ATIS information is given their taxi instructions in the following sequence:

Runway, winds, QNH, instructions, special information, hold short instructions.

This is the standard. An aircraft with the ATIS information does not have to be told the winds or QNH in some cases. For Example,

Information x Correct, Runway, instructions, Special Info, hold short.

#### 3- Backtrack

A ground controller is not permitted to authorize a backtrack. It is however an operation that can be considered taxing. Ground can only authorize backtrack on an inactive runway.

#### 4- Control Transfer

Once an aircraft is free of any conflicting ground traffic enroute to their departure runway threshold, they should be instructed to contact the Tower when ‘holding short’ or at the “holding point”.

#### 5- Hold Short

When an aircraft is instructed to hold short or reach a holding point, the aircraft must read back the instruction to hold short. This may be the most important part of the taxi instruction.

#### 6- Intersection Departures

An intersection departure is a takeoff that occurs at some point further down the runway than the runway threshold. On VATSIM, any request for an intersection departure should first be approved by the Tower controller so that they will be aware the aircraft will not be taxed to the normal location for takeoff. The VATSIM controller should generally not suggest intersection departures unless they have the runway length remaining or the ability to provide an accurate estimate to the

pilot. The amount of runway remaining must be given to the pilot unless the pilot asks for an intersection departure.

## 7- Arriving Aircraft

Arriving aircraft will normally be in contact with Ground once they have vacated their landing runway. Often on VATSIM aircraft will not have a specific destination to park at on the field. In cases where an aircraft does not initially specify their destination on the field, they can either be asked where they would like to park, or simply be taxied to the apron by the easiest route. As previously mentioned all apron activities are uncontrolled and at pilot's discretion, therefore requests for engine shutdown are not to be approved.

## Ground Phraseology

### 1- Response to a pushback/startup request.

**Zagreb Ground, Croatia 300 requesting pushback and startup from gate 2.**

Croatia 300, ground, pushback and startup approved QNH xxxx advise taxi.

### 2- Response to a request for taxi clearance

**Ground, Malev 425 is ready for taxi at this time.**

Malev 425, ground, runway 23, wind 270 at 15, QNH 1015.  
Taxi via Foxtrot, Echo, hold short of runway 23.

Or

Malev 425 ground runway 23 winds 270 @ 15 QNH 1015. Taxi Foxtrot, Echo to holding point runway 23.

### 3- Transfer to Tower

Speedbird 121 contact Zagreb Tower 118.35 holding short of runway 23.

### 4- Request for an intersection departure

**Ground, Cessna JMK at the G.A. ready for taxi, and we are looking for a runway 05 departure from taxiway Bravo.**

Cessna JMK, ground, runway 05, wind 110 at 15 gust 26, QNH xxx, check the request for runway 05 departure from Bravo. Standby on your request.

**Check, JMK.**

JMK, Tower has approved the intersection departure, continue taxi via Alpha and Bravo, hold short runway 05. Contact tower on 118.35 when holding short.  
**JMK via A and B and hold short of runway 05, 118.35 hvala.**