

Potomac TRACON and Washington Tower

LETTER OF AGREEMENT

Effective: May 15, 2006

SUBJECT: Interfacility Coordination Procedures

1. PURPOSE: This letter of agreement defines responsibilities and establishes procedures to be used by Potomac TRACON (TRACON) and Washington National Tower (Tower) for the coordination and control of aircraft at Washington Reagan National Airport (DCA) and airspace delegated to the Tower.

2. CANCELLATION: The Potomac TRACON and Washington Tower letter of agreement titled "Interfacility Coordination Procedures", dated December 1, 2004, is cancelled.

3. SCOPE: The procedures contained in this Letter of Agreement shall apply unless prior coordination is effected.

4. DELEGATION OF AUTHORITY: Tower is delegated airspace depicted in Attachment 1, Washington Tower Airspace. This airspace reverts to the TRACON when Tower control is suspended. The delegation of airspace to the Tower excludes the Davison AAF (DAA) Class D airspace when DAA Tower is open.

Note: DAA Tower will notify both Tower and TRACON when opening and closing.

5. DEFINITION: Service Runway: the primary runway(s) designated for IFR operations.

6. RESPONSIBILITIES: All references to the operational responsibilities of the Operational Supervisor in Charge (OSIC) include the Controller in Charge (CIC) when assigned.

7. PROCEDURES:

a. General.

(1) The transfer point for communication and control is the airspace boundary.

(2) The transfer of data to the Tower shall be accomplished by ARTS quick look function on the remote ARTS Color Display (RACD). The Tower OSIC shall determine if the presentation is adequate for the transfer of data. The Tower shall quick look DCAFR (V), TYSON (Y) and KRANT (K).

(3) The Tower shall provide TRACON with the current ATIS code via the ACE-IDS. Each facility shall ensure the accuracy of and update their ACE-IDS status information area as needed.

(4) The Tower shall notify TRACON of conditions that may affect the movement of air traffic.

(5) TRACON shall notify the Tower of conditions that may affect the movement of air traffic.

(6) The controller receiving a point out shall be responsible to complete all internal coordination.

(7) Non-Mode C Aircraft.

(a) Altitude data for non-mode C aircraft shall be displayed, via manual ARTS entries and be the first priority of scratch pad information.

(b) Arrival sectors shall ensure that any altitude information in the scratch pad is removed, and as appropriate, arrival data inserted for that airport prior to frequency change to the Tower.

b. Runway Configuration/Operation.

(1) The Tower shall select the runway configuration and coordinate with the TRACON prior to change.

OPERATION	LANDING RWYS	DEPARTING RWYS
NORTH OP	1/33/4	1/33/4
SOUTH OP	19/22/15	19/15/22

(2) The TRACON area shall select the approach in use and coordinate with Tower prior to change. If an aircraft is conducting other than the advertised approach in use, to the service runway, coordination shall be effected either verbally or through the use of the ARTS quick look function on the RACD.

(3) The TRACON shall coordinate the first and last arrival for each runway whenever a change in traffic flows is coordinated.

(4) The Tower shall forward the identification of the last aircraft that will depart prior to a runway change. For the first aircraft departing after the runway change, the Tower shall obtain a release from TRACON.

8. ARRIVAL PROCEDURES.

a. The Tower shall:

(1) Inform TRACON of missed approaches and go-arounds. Unless otherwise coordinated, issue instructions as follows:

(a) In a north operation, via the DCA328R or northwest over the river and climb and maintain 3,000. Aircraft south of the DCA VOR should be instructed to maintain 2,000 until over the airport to avoid conflict with traffic in a climbing left turn off ADW. Traffic permitting, aircraft may also be turned northeast to overfly the Anacostia River and shall be instructed to maintain 2,000.

(b) In a South operation, via the DCA185R and maintain 3,000.

(c) Tower may re-sequence props providing the Tower ensures separation between the go around and all other pertinent traffic and does not affect the sequence of other IFR arrivals sequenced by the TRACON.

(2) Coordinate with TRACON (DCAFR) if the Tower reassigns the landing runway and that action impacts the sequence or separation by the final controller.

(3) Coordinate with TRACON (TMU) for final spacing separation required between successive arrivals for critical area protection, runway conditions, weather, and other factors.

(4) Coordinate with TRACON (TMU) for changes in runway acceptance rates.

b. TRACON shall:

(1) Coordinate primarily with Tower Assistant Local (ALC).

(2) Enter arrival information on any aircraft not executing the advertised approach to the service runway via the ARTS scratch pad, using the entries listed below, prior to the aircraft reaching 5 miles from the airport.

V4	VFR to Runway 4
R4	Visual approach to Runway 4
V1	VFR to runway 1
R1	Visual approach to Runway 1
ILS	ILS approach to Runway 1
MTV	Mount Vernon approach to Runway 1
V33	VFR to Runway 33
R33	Visual approach to Runway 33
V15	VFR to Runway 15
R15	Visual approach to Runway 15
D15	VOR/DME to Runway 15
V19	VFR to Runway 19
R19	Visual approach to Runway 19
D19	VOR/DME to Runway 19
R19	River approach to Runway 19
LDA	LDA/DME to Runway 19
ROS	Rosslyn LDA to Runway 19
V22	VFR to Runway 22
R22	Visual approach to Runway 22

(3) If (2) above cannot be accomplished forward the following information verbally:

- (a)** ACID and type.
- (b)** Type approach and assigned runway.
- (c)** Arrival sequence.
- (d)** Aircraft position if not ARTS tagged.

(4) Relay the arrival sequence information to Tower ALC, on arrivals, when the RACD is unusable for data transfer.

(5) In the event of an ARTS outage, verify the arrival sequence with Tower ALC. The verification shall be accomplished prior to a scheduled outage and immediately following an unscheduled outage. It shall include all aircraft under the position's control that have been sequenced to land, regardless of position on final.

(6) From within the lateral confines of the final control airspace, the DCAFR controller is authorized to descend into Tower airspace with aircraft landing DCA.

(7) Comply with final spacing requirements as coordinated between the Tower OSIC and the TRACON TMU.

9. DEPARTURE PROCEDURES.

a. General.

(1) Tower and TRACON shall ensure that noise abatement turbojet aircraft shall remain over the river, DCA328R or the DCA185R, until the aircraft has reached the following appropriate points:

- (a)** Northwest departures – 10 DME
- (b)** Northeast departures – 5 DME
- (c)** South departures – 5 DME

Note: Tower shall ensure traffic departing Runway 1 heading 090 degrees will be turned northeast before frequency change to departure control.

(2) Due to the proximity of P-56 to DCA, do not issue right turns to turbojet aircraft departing Runway 1, unless requested by the pilot, and approved by the TRACON.

(3) When DCA and ADW are both in a north operation, the TRACON is authorized to penetrate Tower airspace with ADW westbound departures, climbing to 3000 feet or higher and cleared to cross the DCA 180R at 3000 feet. This authorization is limited to the lateral confines

of the DCAFR control position airspace, east of the DCA180R, as depicted in Attachment 2 DCA North.

b. The Tower shall:

(1) Issue preferred IFR routes as specified by Washington Center via the Routes Program or the ACE-IDS. Issue the preferred tower enroute control routes as specified by TRACON.

(2) Issue appropriate headings and altitudes as follows:

(a) North Operation:

1 All jets will be northwest via the DCA328R or the Potomac River, climbing to 5,000.

2 All props to KRANT, heading 060, climbing to 2,000, unless scanned to depict the **DCA 328R**, climbing to 5,000.

NOTE: When the wind dictates, Tower is responsible for issuing alternate headings to avoid P56 and to advise TRACON.

3 All props to TYSON, heading 280, climbing to 5,000 unless scanned to depict the **DCA 328R**, climbing to 5,000.

4 Tower shall issue the following headings and altitudes for VFR departures.

a Northwest via the Potomac River, climbing to 4,500.

b 280 heading, climbing to 4,500.

c 060 heading, climbing to 2,000.

(b) South Operation

1 All jets depart via the DCA185R, climbing to 5,000.

2 All props to KRANT heading 150, climbing to 5,000, unless scanned to depict the **DCA 185R**, climbing to 5,000.

3 All props to TYSON heading 230, climbing to 3,000, unless scanned to depict the **DCA 185R**, climbing to 5,000.

4 Tower shall issue the following headings and altitudes for VFR departures.

a South via the Potomac River, climbing to 4,500.

b 150 heading, climbing to 4,500.

c 230 heading, climbing to 2,500.

(3) Provide automated "rolling calls" by utilizing the EFSTS to generate a departure strip at the appropriate sector. Ensure the departure strip reflects the heading, if non-standard. Ensure the **VA** strip is scanned when visual separation is being utilized between subsequent departures.

(4) Scan a departure strip no sooner than when an aircraft commences departure roll and no later than the aircraft reaching the departure end of the runway.

(5) If the EFSTS is out of service and TRACON is not receiving departure strips, forward the following departure information to TRACON (Mount Vernon Flight Data):

- (a)** Call sign.
- (b)** IFR Departure fix.
- (c)** Requested altitude.

(6) If the EFSTS is out of service, call the appropriate departure sector with the call sign when the aircraft crosses the departure end of the runway, prior to switching the aircraft to the departure frequency.

(7) Visually confirm that each departure automatically acquires in the ARTS system, within 3 miles of the departure runway end. If auto-acquisition is not observed, ensure the appropriate TRACON departure controller is in communication with, and has appropriately identified the "no tag" aircraft.

(8) Comply with altitude and in-trail restrictions issued by the appropriate departure controller.

(9) Obtain release for aircraft departing opposite direction to the established flow.

(10) For aircraft requesting VFR flight following beyond the Tower Airspace, enter the appropriate flight plan information into the NAS via the FDIO or the ARTS F9 key.

(a) If utilizing the F9 ARTS function, Tower shall ensure proper ARTS processing by directing the strip to the proper TRACON EFSTS printer. This may be accomplished by scanning the appropriate direction strip.

(b) If utilizing the FDIO, Tower shall ensure proper ARTS processing by entering an intermediate fix in the flight plan data. i.e. DCA..PALEO..PHL

(11) Advise the TRACON STMC of the "3 minutes to lift" advisory when received from HMX.

c. TRACON shall:

- (1) On initial contact, have control for turns in the direction of intended flight.
- (2) Vector aircraft so as not to conflict with the departure path of succeeding departures.

10. OPERATIONS IN DELEGATED AIRSPACE OUTSIDE OF CLASS B

a. Background. To facilitate operations on published VFR routes and zones in the Washington Flight Restricted Zone (FRZ) and Air Defense Identification Zone (ADIZ), non-Class B airspace (at and below 1499' MSL) has been delegated to DCA. This delegation reduces communications changes and allows for a more efficient operating environment.

b. Discrete beacon codes. All aircraft exiting Tower airspace shall be issued appropriate communications instructions and left on their previously assigned discrete beacon code.

c. College Park (CGS) operations. TRACON shall establish/maintain communications with all CGS departures/arrivals and shall not instruct them to contact the Tower. Arrivals may be instructed to contact CTAF/Unicom, as appropriate. TRACON shall point-out all IFR operations to the Tower.

d. NOTAM Compliance. The TRACON shall continue to facilitate compliance with applicable and current FRZ/ADIZ Notices to Airmen (NOTAMs) through the following actions:

- (1) Verify FRZ waiver/authorization status of all known traffic requesting to operate within the FRZ. The TRACON MTV Operations Supervisor shall be informed of any unauthorized aircraft, who shall be directed to remain clear of the FRZ, and to proceed to an alternate destination.
- (2) When requested, issue discrete beacon codes to all traffic requesting to depart from within the FRZ.

11. FREQUENCIES AND POSITION SYMBOLS

a. Tower.

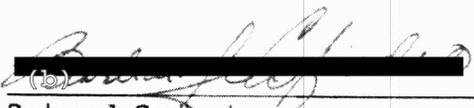
POSITION	ARTS SYMBOL	FREQUENCIES	
LOCAL CONTROL - N	4	119.1	257.6
LOCAL CONTROL - S	5	N/A	N/A
CLASS B 1	6	120.75	257.6
CLASS B 2	6	N/A	N/A
FLIGHT DATA	N/A	128.25	317.8
CAB COORDINATOR	N/A	N/A	N/A

b. TRACON.

POSITION	ARTS SYMBOL	FREQUENCIES	
TYSON	Y	118.95	257.2
KRANT	K	125.65	348.725
DCAFR	V	124.7	338.2
FLIGHT DATA	N/A	N/A	N/A
SUPERVISOR	N/A	N/A	N/A
OMIC	N/A	N/A	N/A
TMU	N/A	N/A	N/A

12. ATTACHMENTS.

- a. Attachment 1, Washington Tower Airspace
- b. Attachment 2, Potomac TRACON, Mount Vernon Area Sectorization

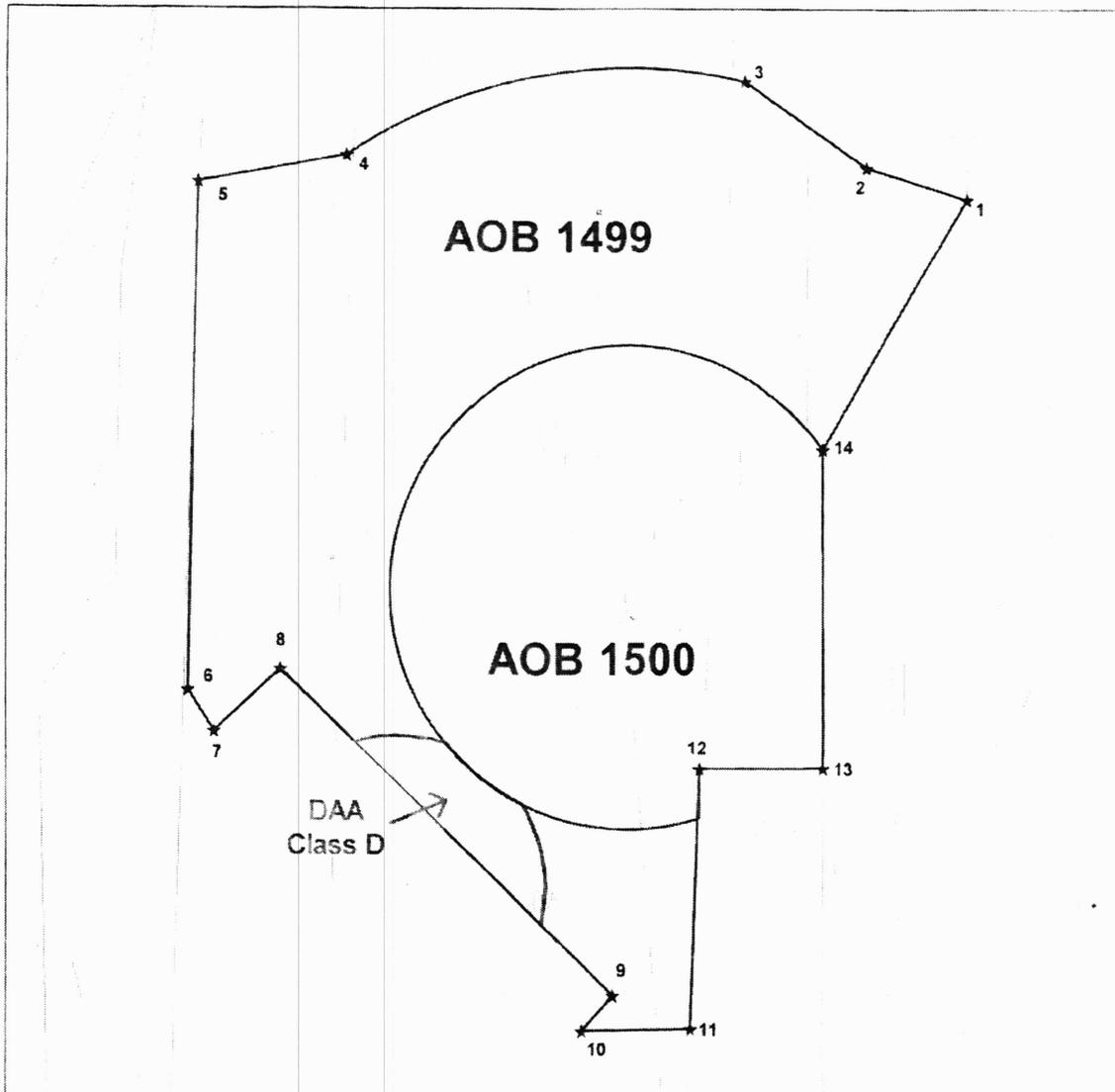

 (b) [Redacted]

Barbara J. Cogliandro
 Air Traffic Manager
 Potomac TRACON


 (b) [Redacted]

Don R. Simons
 Air Traffic Manager
 Washington Tower

**ATTACHMENT 1.
WASHINGTON TOWER AIRSPACE**

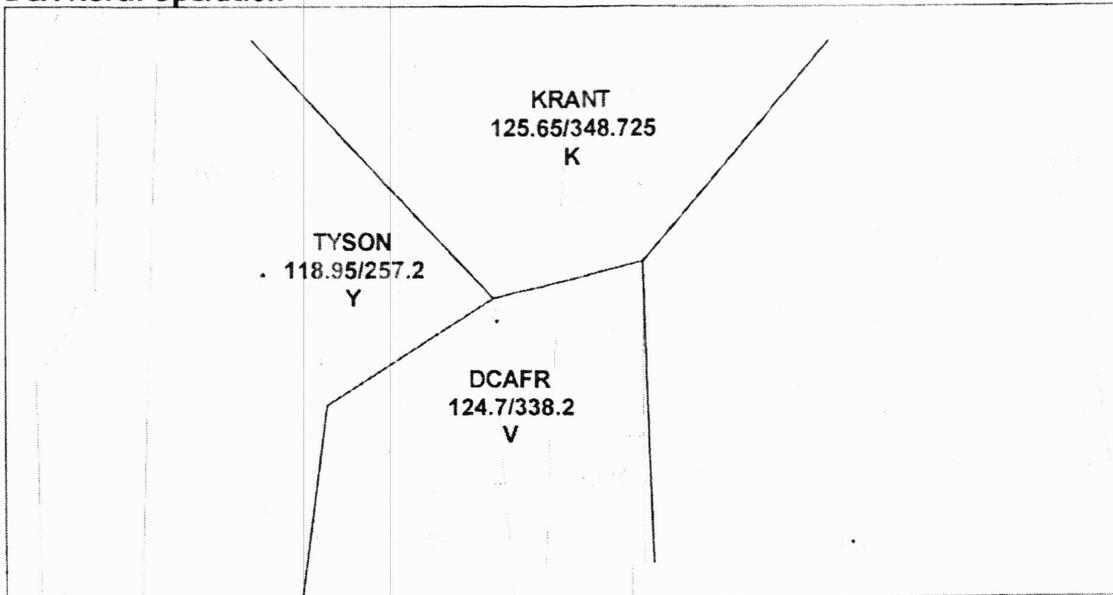


Washington Tower is delegated the airspace within the Washington Class B surface area, at and below 1,500 MSL, excluding the segment east of the DCA/ADW common boundary, as depicted. Washington Tower is delegated the airspace underneath Washington Class B airspace at and below 1,499 MSL as depicted by the following coordinates (excluding Class B surface area):

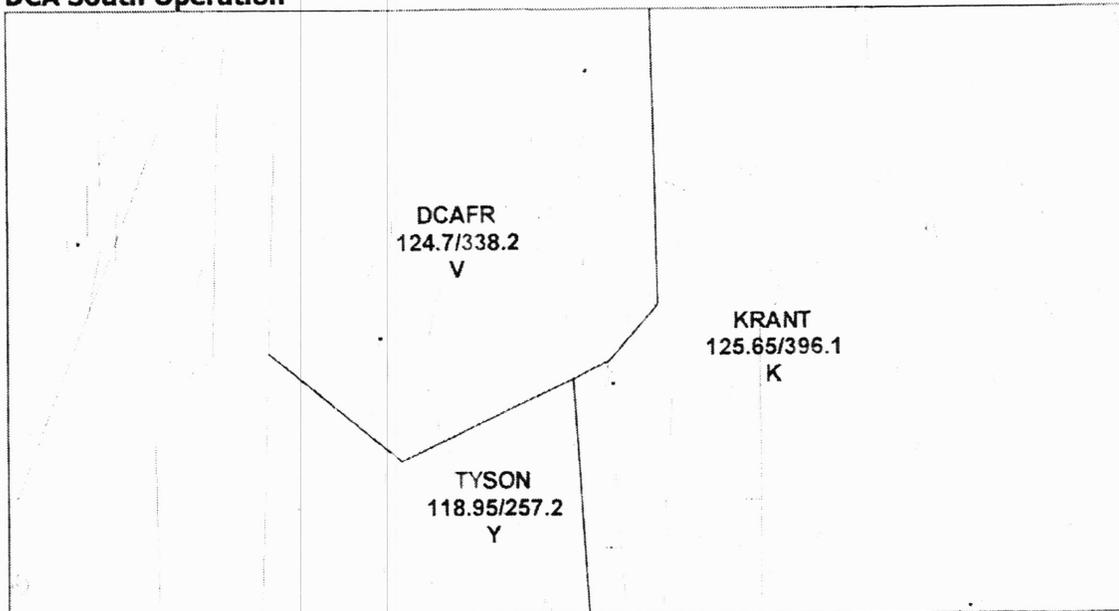
#	Lat (N) - Long (W)	#	Lat (N) - Long (W)	#	Lat (N) - Long (W)
1	39-02-48 76-49-30	6	38-47-29 77-17-48	11	38-46-16 77-59-29
2	39-03-43 76-53-15	7	38-49-17 77-15-18	12	38-46-19 76-54-54
3	39-04-04 77-12-51	8	38-39-47 77-02-45	13	38-55-36 76-54-52
4	39-03-18 77-18-33	9	38-38-47 77-03-55		
5	38-48-41 77-18-47	10	38-38-50 76-59-48		

**ATTACHMENT 2.
POTOMAC TRACON, MOUNT VERNON AREA SECTORIZATION**

DCA North Operation



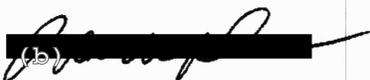
DCA South Operation



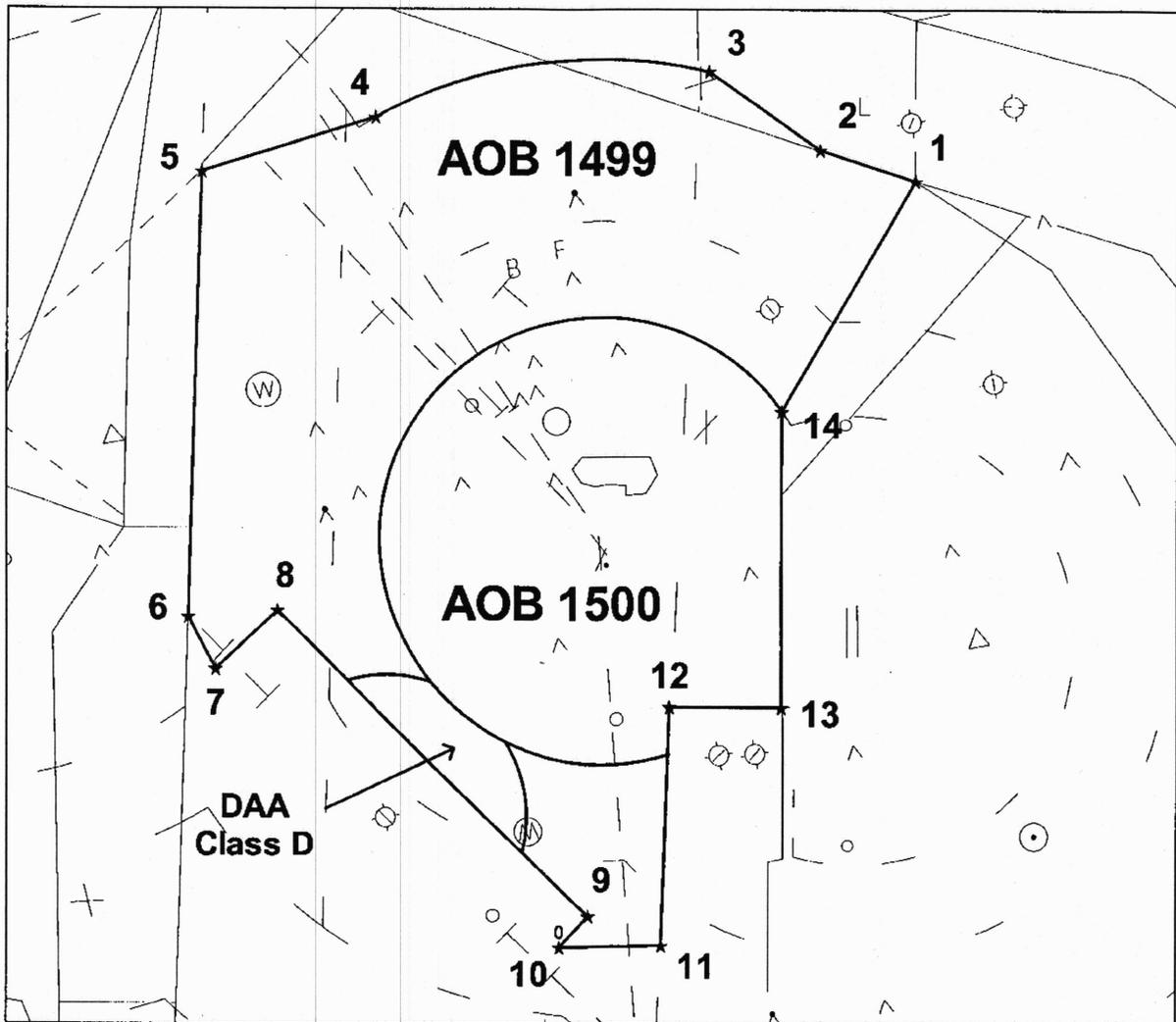
CHANGE	U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION POTOMAC CONSOLIDATED TRACON	PCT / DCA LOA
---------------	---	---------------

SUBJ: POTOMAC TRACON AND WASHINGTON NATIONAL TOWER LETTER OF AGREEMENT

- 1. PURPOSE.** This change transmits revision 1 to the Potomac TRACON (PCT) and Washington National Tower (DCA) Letter of Agreement for Interfacility Coordination Procedures, effective December 1, 2004.
- 2. DISTRIBUTION.** This revision is distributed to Air Traffic personnel at PCT and DCA.
- 3. EFFECTIVE DATE.** March 1, 2005.
- 4. EXPLANATION OF CHANGES.** Attachment 1, Washington Tower Airspace, is revised to correct the coordinates (latitude – longitude) of the points defining delegated airspace.
- 5. PAGE CONTROL.** Remove Attachment 1, dated December 1, 2004. Insert Attachment 1, dated March 1, 2005.


Barbara Cogliandro
Air Traffic Manager
Potomac TRACON

**ATTACHMENT 1.
 WASHINGTON TOWER AIRSPACE**



Washington Tower is delegated the airspace within the Washington Class B surface area, at and below 1,500 MSL, excluding the segment east of the DCA/ADW common boundary, as depicted. Washington Tower is delegated the airspace underneath Washington Class B airspace at and below 1,499 MSL as depicted by the following coordinates (excluding Class B surface area):

#	Lat (N) - Long (W)	#	Lat (N) - Long (W)	#	Lat (N) - Long (W)
1	39-02-48 76-49-30	6	38-49-05 77-18-55	11	38-38-50 76-59-48
2	39-03-45 76-53-20	7	38-47-29 77-17-48	12	38-46-20 76-59-28
3	39-06-12 76-57-51	8	38-49-17 77-15-18	13	38-46-19 76-54-54
4	39-04-46 77-11-20	9	38-39-47 77-02-45	14	38-55-36 76-54-52
5	39-03-05 77-18-24	10	38-38-47 77-03-55		