



Honolulu Control Facility

GUAM CERAP FACILITY OPERATING PROCEDURES

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DOCUMENT INFORMATION

Purpose

This document prescribes the procedures to be utilized for providing air traffic control services (including radar) in the Guam CERAP. The procedures described herein are supplemental to the Honolulu Control Facility Policy and FAA Order JO 7110.65, as well as any published FAA guidelines or procedures.

Distribution

This document is distributed to all Honolulu Control Facility personnel.

Responsibility

The Air Traffic Manager or their designee shall be responsible for the maintenance of this document and any policies that deviate from it.

Procedural Deviations

Exceptional or unusual requirements may dictate procedural deviations or supplementary procedures to this order. A situation may arise that is not adequately covered herein; in such an event use good judgment to effectively resolve the problem.

Updates and Changes

The Air Traffic Manager or their designee may post interim changes to this document in the form of notices via the HCF website and discord. Controllers are requested to check for any notices prior to controlling for changes in procedures.

Cancellation

This document cancels any relevant procedures or agreements previous to this one, beginning on the date of effectiveness of this document.

TABLE OF REVISIONS

DATE	REVISION	EDITOR/VERSION
01/01/2024	Initial Release	Dirk Thorben Kottenhahn ZUA 7110.1A

Table of Contents

1	Operational Positions.....	5
1.1	Center Positions.....	5
1.2	Guam International Positions.....	5
1.3	Andersen Air Force Base Positions.....	5
1.4	Saipan International Positions.....	5
2	Clearance Delivery.....	6
2.1	Responsibilities.....	6
2.2	IFR Departure Instructions.....	6
2.2.1	IFR Departure Procedures.....	6
2.2.2	IFR Initial Altitudes.....	6
2.3	VFR Departure Instructions.....	6
2.4	Departure Frequency.....	6
2.5	Ground Stops.....	6
3	Ground Control.....	8
3.1	Responsibilities.....	8
3.2	GC/LC Transfer of Control.....	8
4	Local Control.....	9
4.1	Responsibilities.....	9
4.2	Departure Procedures.....	9
4.3	Arrival Procedures.....	10
4.4	Missed Approaches/Go-Arounds.....	10
4.5	Closed Traffic.....	10
4.6	“Contact” vs. “Monitor” Operations.....	10
5	Radar Control.....	12
5.1	Sectors.....	12
5.1.1	Guam Approach.....	12
5.1.2	Saipan Approach.....	12
5.2	Handoffs.....	12
5.3	VFR Aircraft.....	13

5.4	Departure Releases.....	13
5.5	Missed Approaches/Go-Arounds.....	13
5.6	In-Trail Spacing.....	13
5.7	Departure Flows.....	13
5.8	Arrival Flows	14
6	Center Control	15
6.1	Sectors.....	15
6.2	In-Trail Spacing.....	15
6.3	Departure Flows.....	15
6.4	Arrival Flows	16
6.5	Handoffs	16
6.6	Uncontrolled Field Operations	17

1 Operational Positions

Bold designates Primary Position

1.1 Center Positions

Position	Name	Call Sign	Frequency
Guam Center	Guam Radar	GUM_CTR	118.700
West Sector	Guam Radar	GUM_W_CTR	127.800
East Sector	Guam Radar	GUM_E_CTR	120.500
South Sector	Guam Radar	GUM_S_CTR	128.450

1.2 Guam International Positions

Position	Name	Call Sign	Frequency
Guam East Approach	Guam Approach	GUM_E_APP	119.800
Guam West Approach	Guam Approach	GUM_W_APP	118.300
Guam Tower	Guam Tower	GUM_TWR	118.100
Guam Ground	Guam Ground	GUM_GND	121.900
Guam Ramp	Guam Ramp	GUM_RMP	121.600

1.3 Andersen Air Force Base Positions

Position	Name	Call Sign	Frequency
Guam East Approach	Guam Approach	GUM_E_APP	119.800
Andersen Tower	Andersen Tower	UAM_TWR	126.200
Andersen Ground	Andersen Ground	UAM_GND	121.700
Andersen Delivery	Andersen Delivery	UAM_DEL	126.725

1.4 Saipan International Positions

Position	Name	Call Sign	Frequency
Saipan Approach	Saipan Approach	GUM_S_APP	118.400
Saipan Tower	Saipan Tower	GSN_TWR	125.700
Saipan Ground	Saipan Ground	GSN_GND	121.800

2 Clearance Delivery

2.1 Responsibilities

- (a) Issue ATC clearances to all IFR aircraft, and provide VFR aircraft with necessary information.

2.2 IFR Departure Instructions

2.2.1 IFR Departure Procedures

- (a) In the necessary conditions that a radar controller presides over the delivery position:
 - a. All IFR aircraft shall be given instructions to expect radar vectors to their initial fix.
- (b) If the preexisting conditions are not met:
 - a. All IFR aircraft shall be given instructions directly to their initial fix.

2.2.2 IFR Initial Altitudes

- (a) All IFR aircraft shall be given instructions to maintain 4,000 feet, and to expect filed cruise altitude (if higher) 10 minutes after departure.

2.3 VFR Departure Instructions

- (a) Instruct VFR aircraft remaining in the pattern at any field to maintain VFR.
- (b) Instruct departing VFR aircraft from any field to maintain VFR at or below 4,000.

2.4 Departure Frequency

Airport	Operations	Frequency
Guam (GUM)	East*	119.800
Guam (GUM)	West	118.300
Saipan (SPN)	East*/West	118.400
Andersen (UAM)	East*/West	119.800

Bold/Asterisk designates a primary runway configuration.

2.5 Ground Stops

- (a) If Ground Stops are in effect, inform the aircraft after issuance of clearance and acknowledgment that there is a ground stop in effect and to monitor this frequency for further instructions.
- (b) Ensure you inform the aircraft their Estimated Departure Clearance Time (EDCT) if known, as well as the cause of the ground stop.
- (c) As all clearance delivery in the Guam CERAP occurs in the GC frequency, you will determine and notify the aircraft upon ready to taxi.
- (d) Upon release from the ground stop you must notify aircraft affected in order of clearance to "Push and start at pilot's discretion, call for taxi."

- a. If Ramp Control is active, Ramp Control takes over this part and steers push-backs and taxi in the non-movement area.

3 Ground Control

3.1 Responsibilities

- (a) GC is responsible for the movement of all aircraft on the movement area to the runways.
- (b) GC does not authorize pushbacks or startups unless the aircraft pushing back will enter a controlled area during a pushback.
- (c) GC shall ensure that aircraft are squawking their assigned beacon code prior to the aircraft being handed off to Tower.
- (d) GC shall ensure that aircraft are properly sequenced by their direction of travel and A/C type.
- (e) GC shall ensure that all RWY crossings are coordinated with LC unless blanket crossings are in effect.

3.2 GC/LC Transfer of Control

- (a) During a period of normal or light traffic, GC shall instruct aircraft to contact LC on their respective frequency (refer to Chapter 1)
- (b) During a period of high traffic, LC may request GC to instruct aircraft to monitor their respective frequency.
 - a. GC shall utilize the clients “point out” feature to the appropriate LC controller to notify LC when a pilot has been given the monitor instruction.
 - b. Alternatively, if agreed upon between the GC and LC controllers, GC may push a flight strip to the LC controller.

4 Local Control

4.1 Responsibilities

- (a) LC is responsible for aircraft operating on all runways and aircraft operating within these designated LC controlled areas:
 - a. Guam Airport**
 - i. All aircraft operating in-between both of the parallel runways shall maintain radio communication with LC, until a condition is met for a verbal handoff to occur.
 - ii. Aircraft exiting the runway on taxiway J shall maintain radio communication with LC, unless coordinated otherwise with GC.
 - b. Andersen Air Force Base**
 - i. All aircraft operating in-between both of the parallel runways shall maintain radio communication with LC, until a condition is met for a verbal handoff to occur.
 - c. Saipan Airport**
 - i. All aircraft operating in-between both of the parallel runways on taxiways: B, D, and E, shall maintain radio communication with LC, until a condition is met for a verbal handoff to occur.
- (b) Do not land or depart on runways with a tailwind component of more than 10 knots.
- (c) LC must coordinate runway configuration changes with RADAR and GC, and must notify of the last departures from the prior configuration. LC must wait for RADAR notification of readiness before executing the new runway configuration.
- (d) LC will not track or radar identify any departures or arrivals. None of the fields in the Guam CERAP are radar towers.
- (e) Special VFR operations are prohibited.

4.2 Departure Procedures

- (a) LC will provide separation for aircraft in the LC airspace.
- (b) LC shall provide initial “radar” separation between all successive departures.
- (c) LC receives automatic departure releases from RADAR for all IFR departures, unless coordinated otherwise. LC must provide RADAR with rolling calls.
- (d) LC shall advise aircraft to squawk mode Normal prior to being handed off to the respective departure frequency.

- (e) LC will verbally hand off aircraft off to RADAR once the aircraft establishes a positive rate through 500ft. MSL.
- (f) LC will ensure that all IFR aircraft are handed off to RADAR no later than ½ mile off the end of the departure runway.
- (g) LC at all fields own a 3-mile radius (UAM: 4-miles) from the center of the field. All VFR departures shall remain with LC until leaving this initial airspace, and verbally handed off to the respective frequencies (refer to 2.4).

4.3 Arrival Procedures

- (a) LC shall be responsible for separation of all arrival aircraft that have been handed off by RADAR from all departing aircraft under LC jurisdiction.
- (b) LC shall be responsible for separation of all operating IFR aircraft under LC jurisdiction from all operating VFR aircraft within the respective LC airspaces.
- (c) Communication transfer must be completed prior to five nautical miles from the runway.
- (d) LC shall provide VFR arrivals with entry instructions into the pattern and field altimeter.
- (e) Land and Hold Short (LAHSO), and Line Up and Wait (LUAW) are NOT authorized at any Guam CERAP field.

4.4 Missed Approaches/Go-Arounds

- (a) At all Guam CERAP fields, assign runway heading, and climb to 4,000.
- (b) Coordinate with RADAR for alternative headings / altitudes then handoff to RADAR.
- (c) Do not assign the published missed approach procedure unless it is requested or approved by RADAR.

4.5 Closed Traffic

- (a) All operations are noted in main configuration. The direction is “flipped” when the configuration is changed.

Airport	Runway	Direction
GUM/UAM	6L	Left
GUM/UAM	6R	Right
Saipan (SPN)	6	Left
Saipan (SPN)	7	Right

4.6 “Contact” vs. “Monitor” Operations

- (a) During periods of high traffic, LC may request GC to instruct aircraft to monitor instead of contact LC.

- (b) When these operations are in effect, GC shall utilize the radar client's "point out" feature to the appropriate LC controller for their field to notify LC when a pilot has been given the monitor instruction.
- (c) Alternatively, if agreed upon between the GC and LC controllers, GC may push a flight strip to the LC controller.

5 Radar Control

5.1 Sectors

- (a) The Guam CERAP consists of two main terminal radar sectors. The following explain each area, and their airspace.

5.1.1 Guam Approach

- (a) The Guam Approach which consists of **GE** and **GW** and establishes control over the Guam Airport and the Andersen Air Force Base.
 - a. Final operations in normal configuration for the fields are with GW, and are flipped when West flow is used.
- (b) The Guam Approach consists of two main MVAs, the main one which covers both GUM and UAM has a floor of 023 (2,300). The other MVA is located on the southern part of Guam island, and has a floor of 026 (2,600).
- (c) Both Guam Airport and Andersen Air Force Base should mirror the same runway operations; as they are 8 miles separated, and proper sequencing and separation needs to be applied for approaches into the fields.
 - a. If one airport switches operations; the other should be advised to do so within a 10–20-minute time-frame.
- (d) Departures from both of these fields should be vectored onto a single stream for the directions: north, south, east, and west.

5.1.2 Saipan Approach

- (a) The Saipan Approach which consists of **GS** has control over Tinian Airport and Saipan Airport.
- (b) The Saipan Approach holds one MVA over the two islands in the airspace that has a floor of 028 (2,800).
- (c) There are no special rules for the 8-mile spacing of Tinian and Saipan. Though it is recommended that these airports mirror the same flow operations, yet is not mandatory.
- (d) Departures from both of these fields should be vectored onto a single stream for the directions: north, south, east, and west.
- (e) The Tinian Airport is uncontrolled, and therefore the One-In/One-Out rule must be applied for this field.

5.2 Handoffs

- (a) None of the fields in the Guam CERAP are radar towers, and therefore no Radar handoffs will be used for entering the ATCT areas.

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- (b) Departing IFR and VFR Flight Following aircraft shall be Radar handed off to the appropriate Center Controller (refer to 6.1) once reaching the boundaries of the respected radar area, and clear of conflict.

5.3 VFR Aircraft

- (a) VFR aircraft operating within either of the Class D airspace, or Andersen TRSA shall be kept at or below 4,000 feet.
- (b) VFR aircraft arriving into Saipan, Andersen, or Guam will not receive pattern instructions, but must be provided with the field Altimeter, and verbally handed off to Local Control prior to entering the LC airspace.

5.4 Departure Releases

- (a) All fields are allotted automatic departure releases unless otherwise coordinated. The LC shall provide RADAR with rolling calls containing the following:
 - a. Aircraft Callsign
 - b. Initial Fix
 - c. Departure Runway

5.5 Missed Approaches/Go-Arounds

- (a) LC shall provide all missed approach aircraft runway heading and instructions to maintain 4,000.
- (b) LC shall coordinate with RADAR for alternative headings / altitudes prior to the aircraft being handed off.
- (c) LC is instructed to not assign published missed approach procedures unless requested or approved by RADAR.
- (d) RADAR is responsible for the separation of missed approach aircraft re-entering the approach into the field.
- (e) RADAR is NOT responsible for VFR aircraft declaring the missed approach.

5.6 In-Trail Spacing

- (a) RADAR shall ensure that aircraft have at least 3 miles in lateral separation, and 1,000 feet in vertical separation prior to being handed off to LC.
- (b) CENTER shall ensure that aircraft have at least 5 miles in lateral separation prior to being handed off to RADAR.

5.7 Departure Flows

- (a) IFR aircraft departing one of the controlled fields shall be given a vector out of the radar area, and provide CENTER with a single-stream flow for the directions: north, south, east, and west.

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- (b) VFR Flight-Following aircraft departing one of the controlled fields shall be given directional instructions, or the arrangement of the following:
 - a. **Departing Guam Island:** follow the coastline east/west/south.
 - b. **Departing Saipan Island:** follow the coastline north/south.

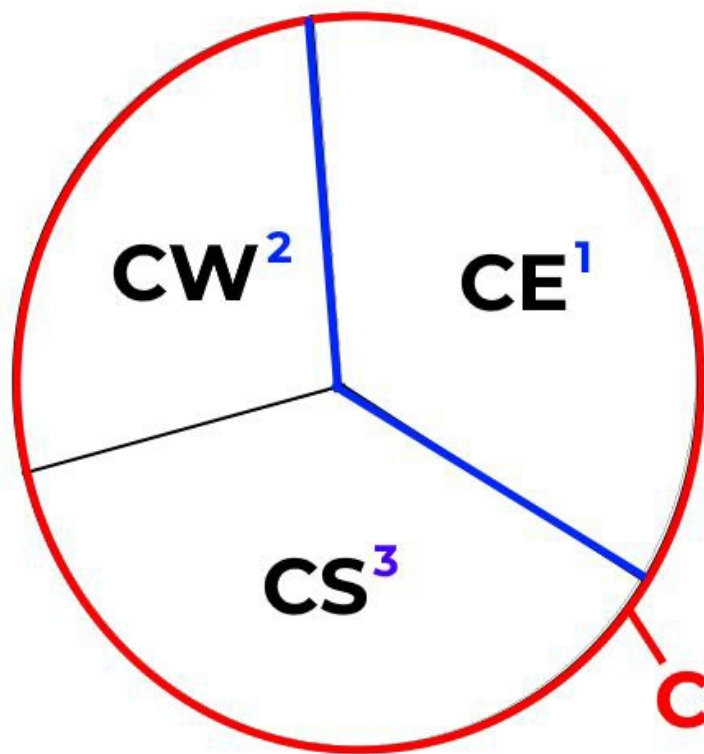
5.8 Arrival Flows

- (a) IFR aircraft arriving into one of the controlled fields shall be given an altimeter and expected runway and approach.
- (b) VFR Flight-Following aircraft arriving into one of the controlled fields shall be given directional instructions, and an altimeter prior to being handed off to LC.

6 Center Control

6.1 Sectors

- (a) When not split, all aircraft in the Guam CERAP shall be handed off from RADAR to **C** on frequency 118.700.
- (b) When split two-ways, all aircraft departing the Saipan Approach shall be handed off to **CE** on 120.500, and aircraft departing the Guam Approach shall be handed off to **CW** on 127.800.
- (c) When split three-ways, all aircraft departing the Saipan Approach, and aircraft departing North or East from Guam, shall be handed off to **CE**, and aircraft departing Guam Approach to the west shall be handed off to **CW**, and departing southbound respectively to **CS** on frequency 128.450.



6.2 In-Trail Spacing

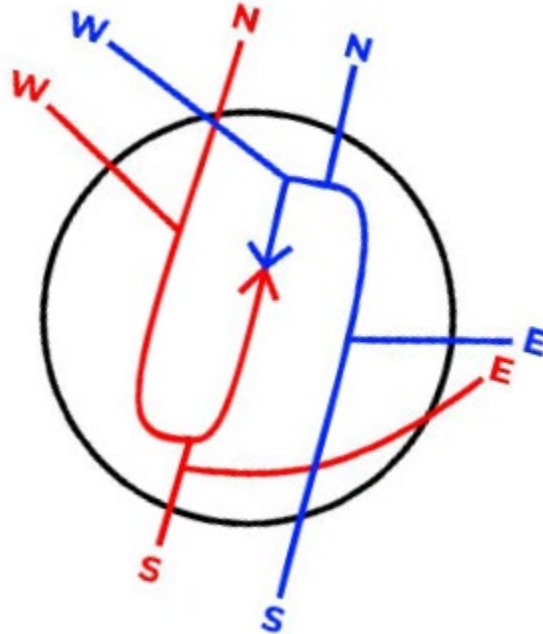
- (a) All aircraft in the Guam Center airspace should have 5 miles in trail below flight level 600, down to 3 miles prior to entering the radar areas. (Saipan/Guam)

6.3 Departure Flows

- (a) All IFR aircraft handed off from RADAR will be on a single stream in the north, south, east, and west-bound directions.

- (b) All IFR aircraft handed off from the situations above shall be vectored onto their respective airways as stated in their flight plans.

6.4 Arrival Flows



- (a) For both Saipan and Guam radar arrivals; all IFR aircraft should be vectored onto either a left or right extended downwind pertaining to the runway configuration. This is only an example of aircraft from the north, south, east, and west; and is determined by coordination with the RADAR and CENTER controllers.

6.5 Handoffs

- (a) All IFR aircraft, or VFR Flight-Following aircraft arriving into the controlled airspace of the Guam and Saipan radar areas shall be Radar handed-off, and provided all conditions met in 5.6 and 6.2.
- (b) All IFR aircraft departing the Guam CERAP airspace shall be coordinated with the Oakland Oceanic airspace as followed:
- Upon verbally handed off the aircraft to the Oakland Oceanic, you must then request a clearance with FSS with the following information:
 - Callsign
 - Transfer Control Point (TCP) or Route Number
 - Cruise Altitude
 - Estimated Time to cross TCP or CERAP Boundary

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- b. Upon approval CENTER needs to sequence control and turnover the aircraft to not arrive before the clearance time.
 - c. If the aircraft's time of turnover newly exceeds over 5 minutes from the clearance time, CENTER must request a revised clearance as so:
 - i. **To FSS:** "(callsign), was (TCP/RN) (original time), now (revised time request)."
 - d. Once the aircraft has been given clearance into the Oakland Oceanic airspace: CENTER shall instruct the aircraft the following 5-10 minutes prior to the TCP.
 - i. **To Pilot:** "(callsign), entering the Oceanic airspace, squawk 2000, radar services terminated, report position to San Francisco Radio on (frequency)."
- (c) All IFR aircraft entering the Guam CERAP airspace shall have proper coordination with the Oakland Oceanic airspace as followed:
- a. Per request, and optional, the Guam CERAP may request the FSS to notify of aircraft exiting the FSS into Guam, and including a time of control transfer.
 - b. The FSS shall transfer control of aircraft 15 minutes prior to the TCP, but CENTER may request control earlier if the aircraft is radar identified; as such:
 - i. **To FSS:** "(callsign), request control."
 - ii. To facilitate radar identification, CENTER may pass a beacon code to the FSS to give to a specific aircraft.

6.6 Uncontrolled Field Operations

- (a) The Rota (or Manglona / PGRO) airport is the only field in the Guam CERAP that is not covered by radar services from Guam or Saipan Approach.
- (b) Rota airport has several non-precision approaches for IFR aircraft. This airport has an application of the One-In/One-Out rule for IFR aircraft, and no services are provided on the ground for VFR aircraft.
- (c) Rota airport has a surrounding MVA with a floor of 029 (2,900), and any aircraft requesting Pop-Up IFR services must be climbed above this MVA.