Honolulu Control Facility

KALAELOA (JOHN ROGERS FIELD) ATCT STANDARD OPERATING PROCEDURES

Document Number	JRF 7110.1
Version	D
Effective Date	04/01/2024

DOCUMENT INFORMATION

Purpose

This document prescribes the procedures to be utilized for providing air traffic control services at the **Kalaeloa Airport (John Rodgers Field)** Air Traffic Control Tower (JRF). 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 judgement 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
10 Sept 2022	Initial Release	Joseph Kerr HCF-10A
03 Jun 2023	Update to Preferred Routing	Dave Mayes HCF-10B
10 Nov 2023	New I.D. Codes and House-keeping	Dave Mayes HCF-10C
04 Jan 2024	Housekeeping and Updated Preferred Routing	Dirk Thorben Kottenhahn JRF 7110.1D

Table of Contents

1 Positions

Position	Name	Call Sign	Frequency
Delivery*	**Kalaeloa Delivery**	**JFR_DEL**	**121.700**
Ground*	**Kalaeloa Ground**	**JFR_GND**	**123.800**
Tower*	**Kalaeloa Tower**	**JFR_TWR**	**132.600**
East Approach	HCF Approach	HNL_E_APP	124.800
West Approach	HCF Approach	HNL_W_APP	118.300

*Open from 0600-2200HST (1600-0800Z). Between the hours of 2200-0600 HST, contact HNL_APP 118.300 (or 124.800 if West Approach offline).

2 Clearance Delivery

2.1 IFR Departure Instructions

(a) Initial altitude for all IFR aircraft shall be 5,000 feet.

2.2 IFR Preferred Routing

Destination	Aircraft Type	Altitude	Other Restrictions	Route
OGG	JETS			JRF..LNY.CAMPS4.OGG
OGG	JETS	At or above 7,000	Maui South Flow	JRF..MKK.V22.OGG
OGG	PROPS	At or below 6,000	Maui South Flow	JRF..MKK.V8.BLUSH.V6.OGG
OGG	C208			JRF..IWOHI..CKH.V15.MKK.V22.PLUMB.V6.OGG
KOA	ALL			JRF..PALAY.V2.LNY.VECKI9.KOA
MKK	C208			JRF..IWOHI..CKH.V15.MKK

2.3 VFR Departure Instructions

(a) All VFR departures requesting flight following shall be assigned a discrete beacon code.

(b) All VFR departures shall be instructed to "*maintain VFR at or below 1500*".

(c) All VFR departures shall be coordinated with HNL ATCT for entry into the Honolulu Class B.

2.4 CPDLC and PDCs

(a) JFR is not equipped for CPDLC and PDCs. As such PDCs shouldn't be issued by JFR ATCT.

2.5 Departure Frequency

Time	Callsign/Frequency
24 Hours	HNL_W_APP (118.300)

3 Ground Control

3.1 General

(a) GC is responsible for all taxiways.

(b) GC shall ensure that pilots have the most current ATIS prior to reaching the threshold of the runway.

(c) GC shall ensure that IFR (of VFR Flight Following) aircraft are squawking the correct beacon code prior to reaching the threshold of the runway.

(d) GC shall ensure that runway crossings are coordinated with LC.

3.2 Pushback Procedures

(a) No pushback or startup clearance will be issued as these movements are all happening on the ramp (non-movement area).

4 Local Control

4.1 Responsibilities

(a) LC is responsible for all aircraft operating in the class "D" airspace up to and including 1,500 feet clear of the Class B airspace.

(b) LC is responsible for selecting the active runways based on the weather conditions. Preferred runway is 4R.

(c) LC must communicate runway changes with the appropriate Approach Controller as well as GC and must ensure that all controllers are ready for the switch.

(d) If HNL is in an East flow JFR shall if at all possible be in an East flow runway 04 or 11.

(e) If HNL is in a West flow JFR shall if at all possible be in a West flow runway 22 or 29.

4.2 Departure Procedures

(a) LC shall provide proper spacing to all aircraft in the Kalaeloa class "D" airspace.

(b) Departure releases are required at Kalaeloa.

(c) Aircraft must be airborne within 5 minutes after receiving a release, If unable, Tower will request a new release.

(d) LC shall transfer communication to HNL_W_APP as soon as feasible after departure.

(e) VFR departures remaining within the class "D" airspace shall remain on the tower frequency and stay below the Class B.

(f) IFR departures shall be assigned departure instructions based on the following IFR Departure Headings table.

SID	Heading
JELIE#	RNAV to JELIE
NO SID	180

4.3 Arrival Procedures

(a) LC is responsible for proper separation of all aircraft under their control.

(b) LC shall provide VFR aircraft with entry instructions into the pattern.

(c) The preferred IFR approach will be the RNAV RWY 4R.

4.4 Missed Approaches/Go-Arounds

(a) Advise aircraft on an **instrument** approach to fly the published missed approach and to contact HNL_W_APP.

(b) Advise aircraft on a **visual** approach fly heading 180, climb and maintain 3,000ft and contact HNL_W_APP

4.5 Closed Traffic

(a) VFR aircraft may operate in the pattern at or below 1,500 feet.