



Honolulu Control Facility

KONA ATCT STANDARD OPERATING PROCEDURES

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DOCUMENT INFORMATION

Purpose

This document prescribes the procedures to be utilized for providing air traffic control services at the Kona Air Traffic Control Tower (KOA). 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
10 Oct 2022	Initial Release	Joseph Kerr HCF-8A
10 Nov 2023	New I.D. Codes and House-keeping	Dave Mayes HCF-8B
06 Jan 2024	Preferred IFR Route Update	Dirk Thorben Kottenhahn KOA 7110.1C

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1 Positions

Position	Name	Call Sign	Frequency
Delivery*	Kona Delivery	KOA_DEL	118.600
Ground*	Kona Ground	KOA_GND	121.900
Tower*	Kona Tower	KOA_TWR	120.300
ATIS	Kona ATIS	KOA_ATIS	127.400

*Open from 0600-2200 HST (1600-0800Z). Between the hours of 2200-0600 HST, contact
HNL_05_CTR 118.450.

2 Clearance Delivery

2.1 IFR Initial Altitudes

SID	Initial Altitude
AMERY#	4,000
CRISI# (RNAV)	10,000
ONIZU# (RNAV)	5,000

2.2 IFR Preferred Routing

Destina- tion	Aircraft Type	Altitude	Other Re- strictions	Route
OGG	ALL			KOA.V1.HARPO.CAMPS4.OGG
OGG	C208			KOA.KOA191R.CIGAK..MY- NAH.V11.UPP.V2.HARPO.CAMPS4.OGG
ITO	ALL			KOA.V5.MYNAH.V3.PARIS.V2.ITO
MUE	ALL			KOA.V5.MYNAH.V3.MUE
HNL	JETS			KOA.V20.HOKLA.JULLE5.HNL
HNL	PROPS	At or above 13,000		KOA.V20.HOKLA.JULLE5.hnl
HNL	PROPS	At or below 12,900		KOA.V7.LNY.JULLE5.HNL
LIH	JETS			KOA.V20.JULLE.V16.NAPUA..LIH
LIH	PROPS	At or above 13,000		KOA.V20.JULLE.V16.NAPUA..LIH
LIH	PROPS	At or below 12,900		KOA.V7.LNY.V16.NAPUA..LIH
JHM	C208	At or above 6,000		KOA.KOA191R.CIGAK..MY- NAH.V11.UPP.V2.LNY.LNY014R.BOGEE..JHM

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”

2.4 CPDLC and PDCs

- (a) KOA is not equipped for CPDLC and PDCs. As such PDCs shouldn’t be issued by KOA ATCT.

2.5 Departure Frequency

Time	Callsign/Frequency
24 Hours	HNL_05_CTR (118.450)

3 Ground Control

3.1 Responsibilities

- (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 (or 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.

4 Local Control

4.1 Responsibilities

- (a) LC is responsible for all aircraft operating in the class “D” airspace.
- (b) LC is responsible for selecting the active runways based on the weather conditions.
- (c) LC must communicate runway changes with the appropriate Center Controller as well as GC and must ensure that all controllers are ready for the switch.
- (d) LC shall not start radar track on any aircraft, Kona Tower is not a radar equipped tower.

4.2 Departure Procedures

- (a) LC shall provide proper spacing to all aircraft in the Kona class “D” airspace.
- (b) Departure releases are not required at Kona, unless sector HNL_05_CTR is on frequency during an event or other busy time period at HCF. Center may request releases or rolling releases from LC.
- (c) LC shall transfer communication to HCF Center as soon as feasible after departure.
- (d) VFR departures remaining within the class “D” airspace shall remain on the tower frequency

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.

4.4 Missed Approaches/Go-Arounds

- (a) Advise aircraft on an **instrument** approach to fly the published missed approach and to contact HNL_05_CTR.
- (b) Advise aircraft on a **visual** missed approach fly runway heading, climb and maintain 4,000ft and contact HNL_05_CTR.

4.5 Closed Traffic

- (a) VFR aircraft may operate in the pattern at or below 1500 feet.
- (b) Runway 17 shall utilize right closed traffic.
- (c) Runway 35 shall utilize left closed traffic.