

LETTER OF AGREEMENT

SAN JUAN CERAP & DUTCH CARIBBEAN VACC

REVISION 2021/08 - EFFECTIVE 01 SEPTEMBER 2021

DISTRIBUTION AND SCOPE

This letter of agreement (LoA) outlines the agreements between San Juan CERAP and Dutch Caribbean VACC for the provision of Air Traffic Control services within the Juliana TMA.

EXCLUSION OF LIABILITY

The procedures in this LoA are for use on the VATSIM network only and should never be adopted for real world use.

The information published within this document is made available without warranty of any kind; the Organisation accepts no responsibility or liability whether direct or indirect, as to the currency, accuracy or quality of the information, nor for any consequences of its use.

A number of procedures have been adapted or created using content published in the AIS of the involved countries. Any information in this document does not constitute as a real-world replacement for any official procedure and any similar procedures set out here or influenced by online content is written under the Limited License provided by the used AISs.

AMENDMENT HISTORY

Revision	Effective Date	Notes
2021/08	01 September 2021	First publication

VALIDITY

This Letter of Agreement becomes effective 01 September 2021.

Agreed by:

- Bradley Fenty - San Juan CERAP - Air Traffic Manager
- Jannes van Gestel - Dutch Caribbean VACC - Air Traffic Manager
- EJ Davis - VATSIM Caribbean - Division Director

1. GENERAL

San Juan CERAP has always been the de facto authority over the Juliana (TNCM) Terminal Manoeuvring Area because of its location. The Juliana TMA is located entirely within the San Juan CERAP. The Juliana TMA is delimited and is not organically dependent from San Juan CERAP.

This Letter of Agreement grants Dutch Caribbean VACC the authority to also provide Air Traffic Services for the Juliana TMA.

Controllers from both Dutch Caribbean VACC and San Juan CERAP may receive training and provide Air Traffic Control services within the Juliana TMA subject to the regulations set out in this agreement.

This agreement also defines the coordination and handover procedures to be applied between the Juliana TMA and San Juan CERAP when providing Air Traffic Services.

These procedures are supplementary to those specified in ICAO, VATSIM Regulations, inter-division or inter virtual air traffic services provider's agreements and/or national documents.

If a translated version of this Letter of Agreement is available in any other language, when there is a difference in interpretation, the English version shall be the overriding authority.

2. AREAS OF RESPONSIBILITY FOR THE PROVISION OF ATS

2.1 Airspace Structure and Classification within the Area of Common Interest

2.1.1 San Juan CERAP

Lateral limits: The limits of the area of responsibility correspond to the boundary of San Juan FIR as published by the Federal Aviation Administration of the United States of America.

Vertical limits: Up to FL600

Airspace Structure and Classifications

Area	Vertical Limits	Airspace Classification
San Juan FIR	SFC - 18000ft	E
San Juan FIR	FL180 - FL600	A

2.1.2 Juliana TMA

Lateral limits: The limits of the area of responsibility correspond to the boundary of the Juliana TMA as published in the AIP of the Dutch Caribbean Air Navigation Service Provider.

Vertical limits: Up to FL150

Airspace Structure and Classifications

Area	Vertical Limits	Airspace Classification
Juliana TMA	SFC - 2600ft	G
Juliana TMA	2600ft - FL150	D
Juliana CTR	SFC - FL055	C
C.J. Lloyd CTR	SFC - 2600ft	D

2.2 Sectorisation

The coverage priority for all sectors is defined left to right.

2.2.1 San Juan CERAP

Note: Controllers need to receive a Major Approach endorsement for TNCM to control the Juliana TMA top-down.

2.2.1.1 San Juan Center

San Juan Center provides top-down coverage for the Juliana TMA.

SJU_2_CTR 118.150 MHz	SJU_CTR 118.150 MHz
---------------------------------	-------------------------------

Note: Caribbean Control (CARI_FSS) controls all San Juan airspace above FL245 in the absence of local ATC.

2.2.2 Juliana TMA

Note: Controllers need to receive a Major Tower and/or Approach endorsement for TNCM to control these positions.

2.2.2.1 Juliana Approach

Juliana Approach is a radar equipped station providing Flight Information Services to aircraft within the Juliana TMA. It provides top-down coverage for all of the Juliana TMA.

TNCM_APP 128.950 MHz

Note: Juliana Approach is classified as a Major Approach position and therefore requires a Major Approach endorsement to control.

2.2.2.2 Juliana Tower

TNCM_TWR 118.700 MHz

Note: Juliana Tower is classified as a Major Tower position and therefore requires a Major Tower endorsement to control.

2.2.2.3 Juliana Delivery

TNCM_DEL 121.650 MHz

Note: Juliana Delivery is classified as an event position and therefore shall not be opened outside of designated events.

2.2.2.3 C.J. Lloyd Tower

TQPF_TWR 118.500 MHz

2.2.2.4 Saint Barthelemy Information

TFFJ_I_TWR 118.450 MHz

Note: Saint Barthelemy Information is classified as an Aerodrome Flight Information Service (AFIS) and event position and therefore shall not be opened outside of designated events.

2.2.2.5 Grand Case Information

TFFG_I_TWR 119.200 MHz

Note: Grand Case Information is classified as an Aerodrome Flight Information Service (AFIS) and event position and therefore shall not be opened outside of designated events.

2.2.2.6 Saba Information

TNCS_I_TWR 118.250 MHz

Note: Saba Information is classified as an Aerodrome Flight Information Service (AFIS) and event position and therefore shall not be opened outside of designated events.

2.2.2.6 Roosevelt Information

TNCE_I_TWR 118.100 MHz

Note: Roosevelt Information is classified as an Aerodrome Flight Information Service (AFIS) and event position and therefore shall not be opened outside of designated events.

3. PROCEDURES FOR COORDINATION

3.1 General Conditions for Acceptance of Flights

- A. Coordination of flights shall take place by reference to the coordination point (COP) and in accordance with the appropriate levels specified for the relevant route.
- B. Flights shall be considered to be maintaining the coordinated level at the transfer of control point unless climb or descent conditions have been clearly stated by use of verbal coordination.
- C. If the accepting ATS unit cannot accept a flight offered in accordance with the conditions specified above, it shall clearly indicate its inability and specify the conditions under which the flight will be accepted.
- D. For any proposed deviation from the conditions specified in this LoA (e.g. COP, route or level) the transferring unit shall initiate an Approval Request using the appropriate software tool.
- E. The accepting ATS unit shall not notify the transferring ATS unit that it has established ground-air communications with the transferred aircraft unless specifically requested to do so. The accepting unit shall notify the transferring unit in the event that communication with the aircraft is not established as expected.

3.2 ATS-Routes, Coordination Points and Level Allocation

Available ATS-routes, COPs to be used, and level allocations to be applied are described in the tables below.

Traffic is not typically transferred between San Juan CERAP and the Juliana TMA in the cruise portion of flight therefore level allocation on airways is not relevant for this agreement.

3.2.1 Transfer of Control and Communication

3.2.1.1 Arriving Traffic to TNCM

IFR Aircraft inbound to the Juliana TMA should listen to the Juliana ATIS to receive the current weather, runway in use, any met warnings, and any other relevant information.

On VATSIM, single pilot operations can make using two radios simultaneously quite difficult. San Juan CERAP shall endeavour to facilitate where required to allow receipt of the above information.

3.2.1.1.1 Verbal Estimates

On the VATSIM network, data is commonly exchanged between controllers electronically, therefore prior notification of arriving traffic by passing verbal estimates is normally not required. However, when required by Juliana ATC, San Juan CERAP shall provide arrival estimates at least 10 minutes prior to the coordination point.

The following information shall also be included:

- Callsign
- COP
- SSR Code
- ETA for COP
- Cleared Flight Level
- Any other applicable information

Juliana ATC shall read this information back in full.

3.2.1.1.2 Arrival Coordination Points

Arriving traffic into the Juliana TMA shall be transferred at the Agreed Flight Level if cruise level is above the Agreed Flight Level. Successive inbounds shall be transferred at the Agreed Flight Level, 20 NM in trail.

Coordination Point	Transfer of Control & Communications	Agreed Flight Level
SLUGO	SLUGO	FL110
TRNKY	TRNKY	FL110
MNOLO	MNOLO	FL110
DANDE	DANDE	FL110
GOUDA	GOUDA	FL070
JUICE	JUICE	FL070

Note: Arriving traffic transferred prior to the coordination point is released for descent and turns.

3.2.1.1.3 SLUGO Contingency Procedure (Arrivals)

During events on VATSIM, traffic levels can exceed the normal capacity of TNCM. Exceptionally, holding at SLUGO and suspension of the standing agreement for inbounds may be required due to airfield capacity. Normally, each inbound not operating in accordance with the standing agreement would require individual coordination. On VATSIM, the following procedure is agreed to reduce the amount of individual coordination required.

Juliana Approach must coordinate with San Juan Center to active this procedure as required using the phrase:

“SLUGO contingency procedure”.

Subsequent arriving traffic to TNCM must be transferred **level separated** (lowest FL110), 20NM in trail, constant or increasing to facilitate possible holding. Traffic is still released for descent on turns on transfer of communications.

Note: *Initially, when using the contingency procedure, holding may not be required.*

Juliana Approach must notify San Juan Center when holding at SLUGO begins and subsequent arriving aircraft to TNCM must be provided with SLUGO hold details and instructions to hold at SLUGO by San Juan Center.

“H/SLUGO” should be entered into the scratchpad of arriving traffic once holding details and instructions have been acknowledged by the receiving aircraft.

Note: *The SLUGO hold details described below **are not published** - aircraft must be notified of the details of the hold over R/T if holding is required.*

The following hold permits aircraft to proceed directly onto the RNAV approach for runway 10.

Holding Area	Inbound Course	Direction of Turn	Holding Speed
SLUGO	151°	RIGHT	ICAO Standard

Traffic holding at FL160 and above shall be retained by San Juan Center.

3.2.1.2 Departing Traffic from TNCM

3.2.1.2.1 Departure Coordination Points

Departing traffic out of the Juliana TMA shall be transferred at the Agreed Flight Level if cruise level is above the Agreed Flight Level.

Coordination Point	Transfer of Control & Communications	Agreed Flight Level
TRNKY	TRNKY	FL150
MNOLO	MNOLO	FL150
DANDE	DANDE	FL150
GOUDA	GOUDA	FL150
JUICE	JUICE	FL150

Note: Departing traffic transferred prior to the coordination point is released for descent and turns.

4. ATS SURVEILLANCE BASED COORDINATION PROCEDURES

4.1 Transfer of Aircraft Identification

- A. Transfer of aircraft identification between the Juliana TMA and San Juan CERAP is normally performed by transfer of the radar label.
- B. When discrete SSR codes are used for transfer of identification, they shall be assigned in accordance with ORCAM.
- C. Any change of SSR code by the accepting ATS Unit may only take place after the transfer of control point.
- D. The accepting ATS Unit shall be notified of any observed irregularity in the operation of SSR transponders.

4.2 Radar Coordination Procedures

4.2.1 General

Transfer of radar identification and transfer of radar control between Juliana TMA and San Juan CERAP will be subject to the serviceability of respective equipment used by controllers and the VATSIM data network sufficient for necessary information exchange. Additionally, two-way communication between the two facilities should be possible.

If it becomes necessary to reduce or suspend transfer of control, a 5-minute prior notification shall be observed, except in emergency situations.

4.2.2 Transfer of Radar Control

Transfer of radar control may be effected, after prior coordination, provided the minimum separation between aircraft does not fall below 5 NM.

4.2.3 Transfer of Communications

The transfer of communications shall take place no later than 5 NM, and not sooner than 5 minutes before the transfer of control point.

4.3 Separation Minima

4.3.1 Radar Separation

The following radar separation minima are to be applied:

- 5 NM

5. TRAINING PROCEDURES & RESPONSIBILITIES

5.1 Standard Operating Procedures & Training Materials

Dutch Caribbean VACC is responsible for creating and maintaining up-to-date standard operating procedures and accompanying training material for the Juliana TMA, to be used by both San Juan CERAP and Dutch Caribbean VACC.

Training material shall be created in accordance with policies and regulations as set forth by the VATSIM Caribbean Division and VATSIM.

5.2 Dutch Caribbean VACC Training

5.2.1 Dutch Caribbean VACC Home Controllers

Home controllers may receive full training up to rating S3, including the possibility to be solo-certified on limited positions within the Juliana TMA.

5.2.2 Dutch Caribbean VACC Visiting Controllers

Visiting controllers rating S3 and higher may receive a checkout to receive their Major Approach endorsement, required to control TNCM_APP.

5.3 San Juan CERAP Training

5.3.1 San Juan CERAP Home Controllers

Home controllers rating S2 who have completed FAA Tower training at SJU may receive ICAO familiarisation training for Juliana TMA minor positions and a checkout to receive their Major Tower endorsement, required to control TNCM_TWR.

Home controllers rating S3 who have completed FAA Approach training at SJU may receive ICAO familiarisation training and a checkout to receive their Major Approach endorsement, required to control TNCM_APP.

5.3.2 San Juan CERAP Visiting Controllers

Visiting controllers rating S3 and higher who have completed FAA Approach training at SJU may receive ICAO familiarisation training for Juliana TMA minor positions and a checkout to receive their Major Approach endorsement, required to control TNCM_APP.

6. EVENT PROCEDURES

6.1 Event Organisation

San Juan CERAP and Dutch Caribbean VACC will together be responsible for organising events that involve the Juliana TMA. Both facilities can suggest events to be organised involving the Juliana TMA.

6.2 Providing Controllers

San Juan CERAP and Dutch Caribbean VACC will together provide controllers for events that involve the Juliana TMA. All controllers will need to have received ICAO familiarisation training for minor positions within the Juliana TMA and their Major endorsement to control TNCM.