

**San Juan Combined Center Radar Approach Control (ZSU)
Aguadilla Federal Contract Tower (BQNT)**

LETTER OF AGREEMENT (LOA)

Effective: 10/09/2023

Subject: IFR/VFR/SVFR Control Service

1. PURPOSE: This agreement defines responsibilities and procedures to be used for the handling of IFR/VFR/SVFR aircraft at the Rafael Hernández Airport (TJBQ).

2. CANCELLATION: This agreement supersedes any previous agreement that had been established between ZSU and BQNT.

3. SCOPE: The procedures outlined herein are applicable to all personnel at the BQNT and the San Juan CERAP (ZSU).

4. RESPONSIBILITIES: San Juan CERAP authorizes BQNT to provide Class D services within the Aguadilla, PR Class D surface area as depicted on Attachment 1 from surface to and including 2,700 feet, unless otherwise coordinated.

5. PROCEDURES:

a. ZSU must:

- (1) Exchange information primarily via the coordination channels on the San Juan CERAP Discord Server, or any other practicable means of coordination.
- (2) For IFR arrivals:
 - (a) ZSU controller (R8 or the SJU_CTR controller covering R8) must forward, via verbal or text coordination, arrival information including: callsign, type of aircraft, ETA, type of approach (Visual 8/26, RNAV 8/26, VOR 8, VOR/DME or TACAN 8/26), and for SVFR, the direction from which the aircraft will enter Class D airspace and any altitude restrictions no less than 10 minutes prior to the aircraft's ETA, unless otherwise coordinated.
 - (b) Ensure that aircraft arriving at TJBQ have the current ATIS code or current approach information.
 - (c) ZSU controller must advise BQNT of any aircraft entering holding overhead the BQN VORTAC and provide the aircraft's position prior to communication transfer when departing the holding pattern for an approach to TJBQ.
 - (d) On a visual approach, inform BQNT of the aircraft's position prior to communications transfer.
 - (e) Unless otherwise coordinated, terminate radar services, and transfer radio communications to BQNT of:
 1. Aircraft on a visual approach prior to 10 nm from TJBQ.
 2. Aircraft on an RNAV (GPS) RWY 8 Approach prior to 10 nm from TJBQ.
 3. Aircraft on a VOR RWY 8 Approach prior to 10 nm from TJBQ.

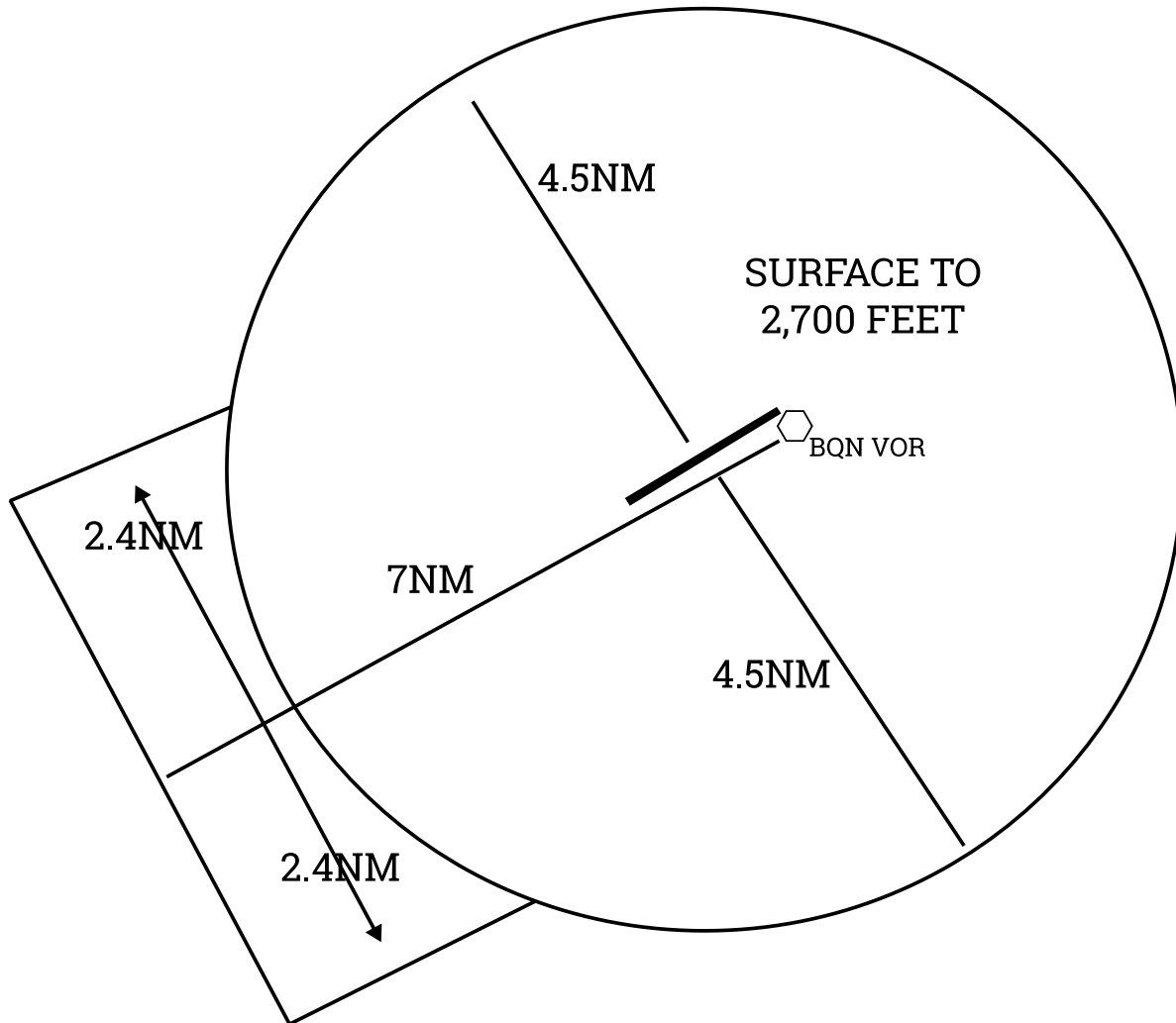
4. Aircraft on a VOR/DME or TACAN RWY 8 Approach, prior to 10 nm from TJBQ when straight in, or prior to TARGT outbound when executing the full approach.
 5. Aircraft on a VOR/DME or TACAN RWY26 Approach, prior to 10 nm from TJBQ.
 6. Aircraft on RNAV (GPS) RWY 26 Approach prior to 10 nm from TJBQ.
 7. Aircraft holding overhead the BQN VORTAC when departing the holding pattern after issuing approach clearance.
- (f) Unless otherwise coordinated, assign IFR aircraft departing RWY 8 the following headings:
1. Flying Northbound clockwise through Southeast bound (010 degrees – 125 degrees) - Heading of 100 degrees.
 2. All other aircraft – Heading of 290 degrees.
- (g) Assign runway heading to all IFR aircraft departing RWY 26.
- (h) For VFR aircraft, terminate radar advisories then transfer radio communication prior to entering the Aguadilla Class D airspace, unless otherwise coordinated.

b. BQNT must:

- (1) Advise the ZSU radar controller prior to any runway change.
- (2) Advise the ZSU radar controller when TJBQ meteorological conditions affect IFR/VFR conditions:
 - (a) Visibility decreases to less than 3 miles or
 - (b) Ceiling is below/above 1,000 feet.
- (3) Request IFR clearances from the ZSU radar controller, unless otherwise coordinated or if no radar controller is online.
- (4) Request release and departure instructions (initial heading and altitude) from the ZSU radar controller.
- (5) Advise departing VFR aircraft requesting traffic advisories to contact ZSU on the appropriate frequency. Ensure appropriate traffic advisories are issued prior to frequency change.
- (6) Advise the ZSU radar controller of any aircraft on a coordinated published approach executing the missed approach procedures, unless otherwise coordinated.
- (7) Aircraft on a visual approach executing a Go-Around will remain in the pattern to land, if unable, coordinate with the ZSU radar controller for Go-Around instructions.

ATTACHMENT 1: Agudilla Class D Surface Area.

NOT TO SCALE



NOT FOR REAL WORLD USE