

to	Distribution list				<b>LoA 45</b>
from	S. Borchert, CC/FB-N	phone	0421 5372 180	date	28.06.2011
				DRF until	11.08.2011

## Amendment of the LoA between Holzdorf TWR/APP and Bremen ACC wef 30.06.2011

### 1. Essentials

**Annex C** Correction of two telephone numbers at Holzdorf TWR and APP.

**Annex E** Correction of two UHF frequencies within Bremen ACC.

### 2. List of Changes

Date	Parts	Page(s)	add, replace, delete
30.06.2011	Amendment	all	replace
	LoA		

\_\_\_\_\_  
Axel Brandt  
Chief of Support

\_\_\_\_\_  
Jun Kurokoshi  
Chief Of Section

Sector families affected:												
	North A <sup>1)</sup>	North B <sup>1)</sup>	East A*	East B*	South	FDS	FIS	FMP	DA	SV CC	SV FDS	office
mandatory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>* only applicable to sector(s):</b>												
This LoA is valid for:												
	North A <sup>1)</sup>	North B <sup>1)</sup>	East A	East B	South	FDS	FIS	FMP	DA	SV CC	SV FDS	office
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>* only applicable to sector(s):</b>												

Distribution list: LoA I  
 Mr. K. Fröhlich    Mr. M. Funke    Mr. U. Voigt    Mr. M. König    Mr. S. Kiekhöfer

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# LETTER OF AGREEMENT

between

**DFS Deutsche Flugsicherung GmbH  
Branch North, Center Bremen  
Bremen ACC**

**LTGrp/LTG 62 Holzdorf  
Flugbetriebsstaffel  
Holzdorf TWR/APP**

In the following referred to as „parties“.

Effective: June 07, 2007

## **1 General.**

### **1.1 Purpose.**

The purpose of this Letter of Agreement is to define the coordination procedures to be applied between Bremen ACC, Holzdorf TWR and Holzdorf APP, when providing ATS to General Air Traffic (GAT) and/or Operational Air Traffic (OAT).

These procedures are supplementary to BA FVK and BesAnMilFS 2-100.

### **1.2 Operational Status**

Both parties shall keep each other advised of any changes in the operational status of their facilities and navigational aids which may affect the procedures specified in this Letter of Agreement.

## **2 Areas of Responsibility and Delegation of the Responsibility for the Provision of ATS.**

### **2.1 Areas of Responsibility.**

ICAO airspace classification for the areas of responsibility along the common boundary of the areas of responsibility of Bremen ACC and Holzdorf TWR/APP, is described in Annex B to this Letter of Agreement.

The lateral and vertical limits of the respective areas of responsibility are as follows:

#### **2.1.1 Bremen ACC.**

Lateral limits : Bremen FIR as published in the AIP Germany

Vertical limits: GND - FL245

and

Lateral limits Munich FIR as published in the AIP Germany,

Vertical limits: GND - FL245

and

Lateral limits Rhein UIR as published in the AIP Germany,

Vertical limits: FL245 - FL285.

### 2.1.2 Holzdorf TWR.

Lateral limits                      Holzdorf CTR as published in the AIP Germany

Vertical limits                      GND – 2800 ft MSL.

### 2.1.3 Holzdorf APP.

Area of Responsibility Holzdorf as defined in Appendix 1 to this LoA.

## **3 Procedures.**

3.1 The procedures to be applied by Bremen ACC and Holzdorf TWR/APP are detailed in the Annexes to this Letter of Agreement:

Annex A:    Definitions and Abbreviations

Annex B:    Area of Common Interest

Annex C:    Exchange of Flight Data

Annex D:    Procedures for Coordination

Annex E:    Transfer of Control and Transfer of Communications

Annex F:    Radar Based Coordination Procedures

Annex G:    Supplementary Procedures

3.2 These procedures shall be promulgated to the operational staff of the ATS-units concerned.

## **4 Revisions and Deviations.**

### **4.1 Revision of the Letter of Agreement.**

The revision of the present Letter of Agreement, excluding Annexes, requires the mutual written consent of the parties.

### **4.2 Revision of the Annexes to the Letter of Agreement**

The revision of Annexes to the present Letter of Agreement requires the mutual consent of the parties (representative Bremen ACC and Senior Air Traffic Control Officer [SATCO] Flugbetriebsstaffel Holzdorf) and the written confirmation of the mutual consent of one of both parties at least.

### **4.3 Temporary Deviations**

When necessary, the Supervisors of the ATS units concerned may introduce, by mutual agreement and for a specified time period, temporary modifications to the procedures laid down in the Annexes to the present Letter of Agreement.

### **4.4 Incidental Deviations.**

Instances may arise where incidental deviations from the procedures specified in the Annexes to this Letter of Agreement may become necessary. Under these circumstances air traffic controllers are expected to exercise their best judgement to ensure the safety and efficiency of air traffic.

**5 Cancellation.**

- 5.1 Cancellation of the present Letter of Agreement by mutual written agreement of the respective parties may take place at any time.
- 5.2 Cancellation of this Letter of Agreement by either party is possible at any time, provided that the cancelling party declares its intention to cancel the Letter of Agreement with a minimum pre-notification time of **3 months** before the date the cancellation is to take effect.

**6 Validity.**

This Letter of Agreement becomes effective June 07, 2007 and supersedes the Letter of Agreement between DFS Deutsche Flugsicherung GmbH, Branch North, Center Bremen und LTGrp/LTG 62 Holzdorf, Flugbetriebsstaffel, dated December 16, 2006.

Bremen,

Holzdorf,

\_\_\_\_\_  
i. V. Werner Spier  
Deutsche Flugsicherung GmbH  
Head of Operations Bremen ACC

\_\_\_\_\_  
Hans-Gert Rönchen  
LTGrp LTG62  
Chef Flugbetriebsstaffel

Münster,

\_\_\_\_\_  
Luftransportkommando  
A 3a öMilFS

Langen,

Langen,

\_\_\_\_\_  
i. V. Dirk Mahns  
Head of ATM Operations  
and Strategy  
DFS GmbH

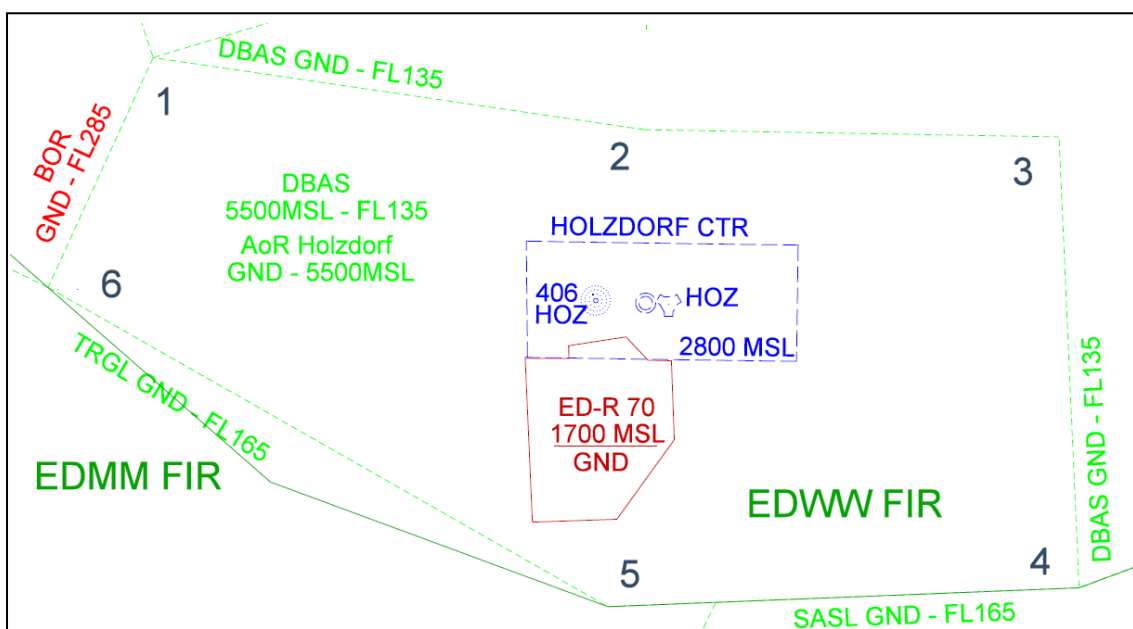
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Dezernat I 2  
Amt für Flugsicherung  
der Bundeswehr

## Appendix 1

### Para. 2.1.3 Area of Responsibility Holzdorf APP

1. Holzdorf APP shall be responsible for the provision of Air Traffic Control Service, Alerting Service and Flight Information Service within the airspace depicted (Chart 1) and defined within the coordinates listed below, from GND up to 5500 ft MSL when the AoR is activated.
2. Outside the operational hours of Holzdorf APP or when Holzdorf ASR is off, responsibility for AoR Holzdorf (except when Holzdorf CTR is activated) rests with Bremen ACC.
3. Vertical and lateral distances to airspace boundaries shall be maintained by both parties according to [MO-ATS](#) / BesAnMilFS 2-100.

#### 4. Chart 1



#### 5. List of Coordinates

- (1) N 51 59 36 E 012 29 39 - (2) N 51 55 04 E 013 10 29 - (3) N 51 53 50 E 013 45 00 -  
(4) N 51 30 30 E 013 45 00 - (5) N 51 30 30 E 013 06 00 - (6) N 51 47 52 E 012 20 23 -  
(1) N 51 59 36 E 012 29 39.



## Annex A.

### Definitions and Abbreviations.

Effective: June 07, 2007

Revised:

#### **A.1 Definitions.**

##### **A.1.1 Area of Responsibility.**

An airspace of defined dimensions where a sole ATS unit has responsibility for providing air traffic services.

##### **A.1.2 Area of Common Interest.**

A volume of airspace as agreed between 2 ATS-units, extending into the adjacent/subjacent Areas of Responsibility, within which airspace structure and related activities may have an impact on air traffic coordination procedures.

##### **A.1.3 Division Level.**

The level dividing two super-imposed areas of responsibility for the provision of ATS.

##### **A.1.4 Approval Request.**

Request from an ATS unit to the ATS unit concerned for an approval of:

- an aircraft not yet airborne, whenever the flying time to the transfer of control point is less than the agreed minimum pre-notification time, or
- an aircraft in flight intending to operate under conditions other than those described in mutually agreed procedures.
- a change of the coordinated flight level within 5 minutes of the ETO for the transfer of control point

##### **A.1.5 Expedite Clearance.**

An urgent clearance request from an ATS unit to the ATS unit concerned for an aircraft in flight whenever the flying time to the transfer of control point is less than the agreed minimum pre-notification time.

##### **A.1.6 Release.**

In any of the below listed cases of release of aircraft/formation of aircraft, the transferring ATS unit remains responsible for separation within its AoR unless otherwise agreed.

###### **A.1.6.1 Release for Climb.**

An authorization for the accepting ATS unit to climb (a) specific aircraft / formation of aircraft before the transfer of control.

###### **A.1.6.2 Release for Descent.**

An authorization for the accepting ATS unit to descend (a) specific aircraft / formation of aircraft before the transfer of control.



A.1.6.3 Release for Turn.

An authorization for the accepting unit to turn (a) specific aircraft / formation of aircraft away from the current flight path by not more than 45° before the transfer of control.

A.1.7 **General Air Traffic (GAT).**

"All flights which are conducted in accordance with the rules and procedures of ICAO and or the national civil aviation regulations and legislation."

A.1.8 **Operational Air Traffic (OAT).**

"Flights which do not comply with the provisions stated for GAT and for which rules and procedures have been specified by appropriate national authorities."

## A.2 Abbreviations.

<b>ACC</b>	Area Control Centre	<b>GAT*</b>	General Air Traffic
<b>ACI*</b>	Area of Common Interest	<b>IAF</b>	Initial Approach Fix
<b>AFTN</b>	Aeronautical Fixed Telecommunication	<b>ICAO</b>	International Civil Aviation Organization
<b>AIP</b>	Aeronautical Information Publication	<b>IFR</b>	Instrument Flight Rules
<b>AoR*</b>	Area of Responsibility	<b>KHz</b>	Kilohertz
<b>ASR</b>	Aerodrome Surveillance Radar	<b>LTG*</b>	Lufttransportgeschwader
<b>ATC</b>	Air Traffic Control	<b>LTGrp*</b>	Lufttransportgruppe
<b>ATS</b>	Air Traffic Services	<b>LoA*</b>	Letter of Agreement
<b>AutoFüFmNLw*</b>	Automatisiertes Führungs- und Fernmeldenetz Luftwaffe	<b>MFC*</b>	Multi Frequency Coding (telephone system)
<b>BesAnMilIFS*</b>	Besondere Anweisung für die Militärische Flugsicherung	<b>MHz</b>	Megahertz
<b>BORE*</b>	Center Bremen Sector Boerde Executive	<b>NM</b>	Nautical Mile
<b>BORP*</b>	Center Bremen Sector Boerde Planner	<b>OAT*</b>	Operational Air Traffic
<b>CA*</b>	Contingency Area	<b>PAR</b>	Precision Approach Radar
<b>CCP*</b>	Contingency Contact Point	<b>RTF</b>	Radio Telephony
<b>COP*</b>	Coordination Point	<b>SASL*</b>	Center Munich Sachsen Low
<b>COS*</b>	Chief of Section	<b>SSR</b>	Secondary Surveillance Radar
<b>CRC*</b>	Control and Reporting Center	<b>TRGL*</b>	Center Munich Thuringen Low
<b>CTR</b>	Control Zone	<b>UHF</b>	Ultra High Frequ. (300-3000 MHz)
<b>DBADB*</b>	Berlin Departure Controller	<b>VCS*</b>	Voice Communication System
<b>DBADQ*</b>	Berlin Departure planner	<b>VFR</b>	Visual Flight Rules
<b>DBASB*</b>	Berlin/South Arrival Controller	<b>VHF</b>	Very High Frequency (30-300 MHz)
<b>DBASQ*</b>	Berlin/ South Arrival Planner	<b>WT*</b>	West Traffic
<b>DBAST*</b>	Berlin Feeder South	<b>WWC1A*</b>	Center Bremen Flight Data Assistant 1
<b>DL*</b>	Division Level	<b>WWC1M*</b>	Center Bremen Supervisor ATC
<b>EAT</b>	Expected Approach Time	<b>WWC3I*</b>	Center Bremen FIS 3
<b>ET*</b>	East Traffic		
<b>ETO</b>	Estimated Time Over Significant Point		
<b>ED-R*</b>	Restricted Area		
<b>FIR</b>	Flight Information Region		
<b>FIS</b>	Flight Information Service		
<b>FSInfoSysBw*</b>	Flugsicherungsinfor-		

Note: Abbreviations marked with an \* are non-ICAO abbreviations.

## Annex B.

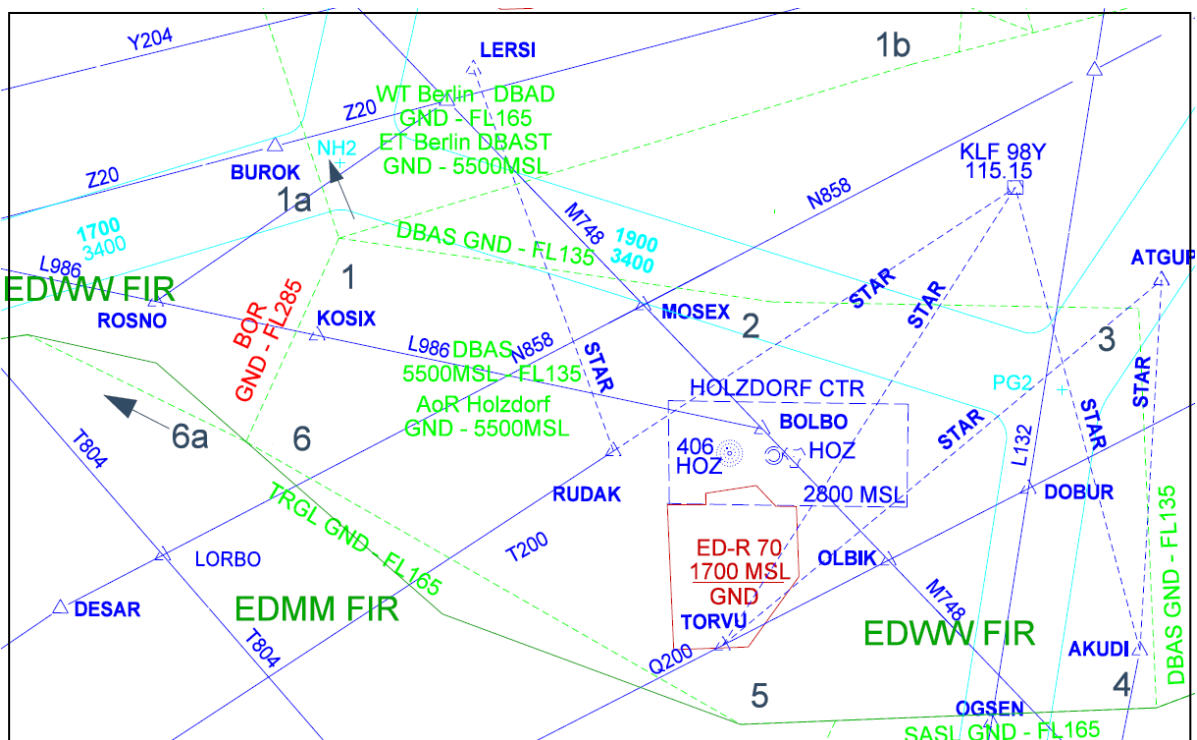
### Area of Common Interest.

Effective: June 07, 2007  
 Revised:

#### B.1 Airspace Structure and Classification within the Area of Common Interest

Area	Vertical Limits	Airspace Classification
Bremen FIR	FL100 - FL245 2500 ft GND - below FL100 below 2500 ft GND	C E G
Holzdorf CTR	GND - 2800 ft MSL	D (HX)
Holzdorf AoR	1000/1700/2500 ft MSL - 5500 ft MSL below 1000/1700/2500 ft MSL	E G

#### B.2 Sectorisation within Area of Common Interest



Additional coordinates:

(1a) N 52 15 05 E 012 22 07, (1b) N 52 08 36 E 013 24 24;  
 (4a) N 51 41 55 E 014 42 52; (6a) N 51 54 24 E 012 00 00

## Annex C.

### Exchange of Flight Data.

Effective: June 07, 2007

Revised: [June 30, 2011](#)

#### **C.1 General.**

##### **C.1.1 Basic Flight Plan Data.**

Basic flight plan data should normally be available at both ATS Units concerned.

##### **C.1.2 Current Flight Plan Data.**

Messages, including current flight plan data, shall be forwarded by the transferring unit to the accepting unit by telephone to the appropriate sector/position.

##### **C.1.2.1 Verbal Estimates.**

A verbal estimate shall be passed to the appropriate unit/sector at least **10** minutes prior, but not earlier than 30 minutes before the aircraft is estimated to reach the coordination point, and shall contain:

- a) Call sign.
- b) Type of Aircraft.
- c) SSR code.
- d) ETO for the appropriate COP (e. g. HOZ TACAN).
- e) Other information, if applicable.

##### **C.1.3 Non-availability of Basic Flight Plan Data.**

If the accepting unit does not have basic flight plan data available, additional information may be requested from the transferring unit to supplement the verbal estimate.

##### **C.1.4 Revisions.**

Any significant revisions to the flight data shall be transmitted to the accepting unit.

Time differences of **5** minutes or more shall be exchanged.

## **C.2 Means of Communication and their Use.**

### **C.2.1 Equipment.**

The following lines are available between Bremen ACC and Holzdorf TWR/APP:

- 2 telephone lines (MFC)

### **C.2.2 Telephone Coordination**

Any telephone communication shall be terminated with the initials of both parties concerned.

### **C.2.3 VCS Directory**

#### **C.2.3.1 Bremen ACC.**

Sector Designator	
Abbreviation	Extension
<b>DBASQ</b>	<b>2114</b>
<b>DBADQ</b>	<b>2116</b>
<b>BORP</b>	<b>2072</b>
<b>WWC1A</b>	<b>2109</b>
<b>WWC3I</b>	<b>2013</b>
<b>WWC3S</b>	<b>2029</b>
<b>WWC1M</b>	<b>2199</b>

Telefax: +49 421 535533

#### **C.2.3.2 Holzdorf.**

Receiving Unit	Extension
<b>TWR</b>	<b>5301</b>
<b>APP</b>	<b>5304</b>
<b>AIS</b>	<b>5308</b>

### C.3 Failure of Ground/Ground Voice Communications.

#### C.3.1 Fall-Back Procedures for Coordination.

In the event of failure of the direct lines between the coordinating partners, coordination may be effected via:

- Public telephone:

Bremen ACC

DBASQ	0421 51499 69
WWC1M	0421 5372 120
	0421 5963 489

Holzdorf

TWR	035389 86 51521
APP	035389 86 51527

- AutoFüFmNLw:

Bremen ACC

WWC1M	6690 201
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### C.4 Failure of FSInfoSysBw.

In the event of failure of the FSInfoSysBw Holzdorf AIS shall pass domestic OAT flight plans to WWC1A verbally and via fax.

## Annex D.

### Procedures for Coordination.

Effective: June 07, 2007

Revised: April 10, 2008

#### D.1 General Conditions.

D.1.1 Coordination of flights shall take place by reference to the IAF for the relevant approach procedure. Deviations have to be coordinated.

D.1.2 If not otherwise prescribed or agreed upon, Bremen ACC renounce:

- Transmission of departure times; provided that a take off is performed within 3 minutes after the release has been obtained.
- Transmission of landing times

D.1.3 Holzdorf APP shall inform Bremen ACC, whenever starting or ceasing operations. When starting operations, Holzdorf APP shall state:

- Operational status of frequencies, radar- and navigational facilities,
- Runway in use and status of arrestment facilities

Changes to the conditions stated above during times of operations shall be reported to Bremen ACC.

D.1.4 Holzdorf TWR shall inform Bremen ACC, whenever starting or ceasing operations. When starting operations, Holzdorf TWR shall state:

- Weather condition within CTR (IMC/VMC),

In case of the AoR is deactivated:

- Missed approaches of IFR-flights.

D.1.5 Coordination and transfer of control shall take place according the table below

D.1.5.1 when AoR is activated

Route	COP	Bremen Sector
L986 (max. 5000 ft MSL)	KOSIX	BORP
all other cases across the common AoR-boundary	HOZ	DBAS

Note: Departure Holzdorf with Destination Dresden and vicinity shall be co-ordinated directly with Munich ACC, in general.

D.1.5.2 when AoR is deactivated between Bremen ACC, Berlin South Arrival Planner (DBASQ) and Holzdorf TWR.

## **D.2 Activation and Deactivation of Airspace.**

### **D.2.1 Holzdorf CTR (HX)**

D.2.1.1 Holzdorf TWR shall inform Bremen ACC with a prenotification time of at least 5 minutes about the activation of the CTR.

D.2.1.2 Holzdorf TWR shall inform Bremen ACC about the deactivation of the CTR.

### **D.2.2 Holzdorf AoR**

D.2.2.1 Holzdorf APP shall inform Bremen ACC with a prenotification time of at least 5 minutes about the activation of Holzdorf AoR.

Holzdorf AoR may only be activated with functional ASR-equipment of Holzdorf.

Note: 1. Activation may also take place if ATS is provided by licensed personnel of Holzdorf ATC by using a working position at Center Bremen.  
2. Holzdorf APP shall inform Munich ACC about the AoR - activation.

D.2.2.2 Holzdorf APP shall inform Bremen ACC about the deactivation of Holzdorf AoR.

Note: Holzdorf APP shall inform Munich ACC about the AoR – deactivation.

## **D.3 Special Procedures**

### **D.3.1 Arrivals.**

#### **D.3.1.1 Approach clearances.**

Clearances for Instrument Approach procedures shall be issued after coordination with Holzdorf APP/TWR.

### **D.3.2 Departures.**

For all IFR departures planned to enter the AoR of Bremen ACC a release has to be obtained from the appropriate sector.

#### **D.3.2.1 ATC Clearances.**

Bremen ACC will deliver enroute clearances in principle in short form (short clearance). A short clearance contains of:

- clearance limit
- first point of route
- Altitude/level will be stated with the release
- SSR code
- any other information, if applicable



#### D.3.2.2 NO-PLAN clearance request (OAT-flights only).

In cases where a non planned IFR-Departure becomes necessary (e.g. due to change in weather situation) a NOPLAN clearance request shall be initiated, provided that the flight order states to comply with:

- a prescribed departure time, or
- a given time over target (TOT).

Holzdorf APP/TWR shall transmit with the request the following data:

- Call sign
- Number and type of aircraft
- Aerodrome of destination or target area
- Requested level
- first point of route

### **D.4 Coordination subject to Special VFR and VFR Night.**

D.4.1 During activation of Holzdorf AoR coordination, transfer of control and transfer of communication of VFR flights at night shall take place as for IFR flights.

D.4.2 During activation of Holzdorf CTR without activation of Holzdorf AoR, special VFR flights or VFR flights at night may be conducted without coordination with Bremen ACC under responsibility of Holzdorf TWR provided:

- The flights are limited to a max altitude of 2800 ft MSL and not entering airspace E,
- SVFR flights and IFR flights do not take place at the same time,
- VFR flights at night and IFR flights do not take place at the same time
- if IFR flights to/from Holzdorf are expected, special VFR flights and VFR flights at night are subject of coordination, to ensure vertical or lateral separation.

For these flights no lateral distance to the CTR boundary applies.

### **D.5 Coordination subject to NLFS GE.**

D.5.1 Bremen ACC is responsible for monitoring flights conducted in the NLFS GE within the AoR Bremen.

D.5.2 Coordination subject to NLFS GE, if applicable, shall be executed between Holzdorf APP and Bremen ACC WWC3S.

## Annex E.

### Transfer of Control and Transfer of Communication.

Effective: June 07, 2007

Revised: [June 30, 2011](#)

#### E.1 Transfer of Control.

The transfer of control takes place at the common boundary line of responsibility.

In case the Holzdorf AoR is not activated transfer of control takes place between Bremen ACC and Holzdorf TWR on:

- Arrivals
  - when entering Holzdorf CTR.
- Departures
  - in VMC when leaving Holzdorf CTR,
  - in IMC immediately after take off.

#### E.2 Transfer of Communication.

E.2.1 The transfer of communication shall take place not later than the transfer of control, unless otherwise coordinated.

If a radio call of a VFR flight is received by an ATS unit which may not be responsible, the VFR flight will be recommended to establish radio contact with the ATS unit responsible if and when technical and other conditions permit.

#### E.2.2 Frequencies.

##### E.2.2.1 Bremen ACC.

	VHF	UHF
DBAS	126.425 MHz	398.575 MHz
BOR	123.225 MHz	<a href="#">397.475 MHz</a>
WWC3I	132.650 MHz	<a href="#">299.775 MHz</a>

##### E.2.2.2 Holzdorf APP.

	VHF	UHF
Radar	129.850 MHz	277.100 MHz
Precision		278.075 MHz

##### E.2.2.3 Holzdorf TWR.

	VHF	UHF
	130.500 MHz	267.400 MHz
	122.100 MHz	

## Annex F.

### Radar Based Coordination Procedures.

Effective: June 07, 2007

Revised: September 27, 2007

#### F.1 SSR Code Assignment.

F.1.1 Both parties shall transfer aircraft on verified discrete SSR codes.

F.1.2 Any change of SSR code by the accepting unit shall only be initiated after the transfer of control point.

An observed SSR code change caused by Holzdorf APP indicates that ground-air communication is established.

F.1.3 The accepting unit shall be notified of any observed irregularity in the operation of SSR transponders.

F.1.4 Center Bremen may use the following SSR codes for VFR flight additionally to ICAO code 7000: 6311, 6312, 6313, 6314, 6315, 6316.

#### F.2 Radar Coordination Procedures.

##### F.2.1 General

F.2.1.1 Transfer of radar identification and transfer of radar control between Bremen ACC and Holzdorf APP shall be subject to the serviceability of the respective radar systems and two-way direct speech facilities between the positions concerned.

F.2.1.2 Holzdorf APP shall inform Bremen ACC with a prenotification time of at least 5 minutes, if it becomes necessary to reduce or suspend radar transfers except in emergency situations, such as loss of radar etc.

F.2.1.3 Radar separation minimum shall be 5 NM.

F.2.1.4 Radar vectoring within the respective AoR's may take place without coordination between the units, provided the distance to the AoR boundary is never less than 2,5 NM.

##### F.2.2 Transfer of Radar Control.

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

##### F.2.3 Silent Transfer of Radar Control.

Transfer of radar control may be affected without prior verbal coordination provided the minimum distance between successive aircraft about to be transferred is 15 NM and remains constant or is increasing.

## **Annex G.**

### **Supplementary Procedures.**

Effective: June 07, 2007

Revised:

#### **G.1 Air Traffic Flow Management Procedures.**

##### **G.1.1 General.**

In principle OAT is not subject to flow control measures. Local arrangements could be applied - for short periods of time only - to relieve emergency situations, e.g. system failure, until the problem has been resolved.

#### **G.2 Contingency Plan for Bremen ACC.**

In case of contingency the regulations of this chapter take precedence over the respective provisions of Annexes B to F to this LoA.

##### **G.2.1 Contingency Phase 0.**

When the Operations of Bremen ACC have ceased and its AoR is clear of controlled traffic, the Supervisor Bremen ACC shall declare contingency phase 0 for Bremen ACC.

From this time on

- the AoR of Bremen ACC shall be called the CA until full serviceability of Bremen ACC is recovered,
- the CA is a No-Fly-Zone, entry is prohibited until contingency phase 2 is activated.

##### **G.2.1.1 Emergency Operations Staff Bremen ACC – Communications.**

Supervisor ATC	+49 421 5963 489
	+49 173 3401 129

##### **G.2.2 Contingency Phase 2.**

In contingency phase 2 Bremen ACC re-establishes the provision of ATS within its AoR by opening contingency sectors at aiding units.

##### **G.2.2.1 Activation / Deactivation.**

Bremen chief of CCP shall inform the Holzdorf TWR/APP about the activation and deactivation of the contingency sectors.

##### **G.2.2.2 ATFM Procedures.**

Necessary ATFM-measures to be applied during contingency phase 2 will be initiated by the Supervisor Bremen ACC.

##### **G.2.2.3 Exchange of Flight Data.**

G.2.2.3.1 Basic flight plan data are available at the contingency working positions only to some extent.

G.2.2.4 Control Procedures.

G.2.2.4.1 General.

Deviations from published ATS-routes shall be coordinated only to prevent dangerous situations or in case of emergencies.

G.2.2.4.2 Separation minima between succeeding aircraft on transfer

- with verbal coordination 15 NM constant or increasing.
- without verbal coordination three minutes, but not less than 20 NM, constant or increasing.

G.2.2.5 Contingency sectors and communications.

<b>Contingency Sector (Aiding Unit) Combined sectors</b>	<b>Type of message</b>	<b>Position</b>	<b>Communications</b>
<b>CBEA</b>  (TWR Schoenefeld) <b>DBAD,DBAN, DBAS,DBAT,</b>	Control Messages, Expedite Clearances, Approval Requests, Revisions, Passing Estimates,	CBEAQ Planner	<u>MFC:</u> 34 2700 <u>Public network:</u> 030 6349 6220
	Radar Coordination	CBEAB Executive	<u>MFC:</u> 34 2702 <u>Public network:</u> - <b><u>Frequencies:</u></b> <b>125.300 / 240.975 MHz</b>
	Flight Plan Data and Receiving Estimates	CBEAA FDA	<u>MFC:</u> 34 2706 <u>Public network:</u> -

**G.3 Topping Flights.**

G.3.1 **General.**

G.3.1.1 Prior coordination with the Supervisor Bremen ACC is required to ensure the realisation of the flight.

G.3.1.2 A flight plan has to be submitted. In field 18 has to be inserted: RMK/ Topping Flight.

G.3.2 **Procedure.**

G.3.2.1 The test flight will be conducted along tracks 100°/280° Holzdorf NDB, between R 350° and R 020° of DRN VOR. Changes have to be requested.

G.3.2.2 An uninterrupted climb to the requested flight level has to be ensured, because otherwise the test procedure has to be repeated. Details will be announced via RTF.

G.3.2.3 The test flight will be conducted according to visual flight rules.

**END**