



Advisory Circular

AC91-9 & AC172-1

Revision 14

12 March 2021

Radiotelephony Manual

General

Civil Aviation Authority (CAA) advisory circulars (ACs) contain guidance and information about standards, practices, and procedures that the Director has found to be an **acceptable means of compliance** with the associated rules and legislation.

However the information in the AC does not replace the requirement for participants to comply with their own obligations under the Civil Aviation rules, the Civil Aviation Act 1990 and other legislation.

Consideration will be given to other methods of compliance that may be presented to the Director. When new standards, practices, or procedures are found to be acceptable they **may** will be added to the appropriate AC.

Purpose

This AC provides examples of standard radiotelephony phraseology for use by pilots and air traffic services (ATS) and is based on the following ICAO documents:

- ICAO Annex 10, *Aeronautical Telecommunications Volume II (Communication Procedures including those with PANS status)*
- ICAO Doc 4444 *Procedures for Air Navigation Services – Air Traffic Management*
- ICAO Doc 9432 *Manual of Radiotelephony* contains examples, based on the above documents, which are intended to be representative of radio telephony in common use.

Civil Aviation Rules Part 172 *Air Traffic Service Organisations – Certification*, rule 172.105 *Radio and telephone procedures* lists the above order of precedence for these documents to be used in determining standard phraseology when communicating with pilots.

Related Rules

This AC relates to Civil Aviation Rule Parts 91 and 172 regarding communications requirements between pilots and ATS.

Change Notice

Revision 14 introduces a new sub-section under section 5, 5.15 Vehicles.

Revision 13 includes:

- ~~– amendment 91 to the Standards and Recommended Practices of ICAO Annex 10, Volume II~~
- ~~– other identified improvements~~
- ~~– associated changes to the AIP~~

Cancellation Notice

This AC cancels AC91-9 & AC172-1 Revision 13 dated 18 July 2019.

Version History

This revision history log contains a record of revision(s) made to this AC.

AC Revision No.	Effective Date	Summary of Changes
AC91-9 & AC172-1 Revision 0	1 December 2003	The initial issue of this AC.
AC91-9 & AC172-1 Revision 1	17 December 2003	Made correction to distress message format.
AC91-9 & AC172-1 Revision 2	25 May 2004	<p>Introduced the following changes:</p> <ul style="list-style-type: none">• Added pronunciation examples to the general procedures and phraseology.• Changed conditional phrases to conditional clearances to reflect the content of this section.• Removed references to Class E airspace.• Modified some references to flight levels used in examples to reflect the change in transition level from flight level 130 to flight level 150.• Amended Position Reporting – IFR with the inclusion of position reporting procedures and distance information in position reporting along with an illustrated example.• Added transponder.• Added wording to clearance to cross a runway or a grass strip.• Added pilot reporting requirement for operating in Special VFR conditions.• Added RVSM Operations.• Corrected the distress message to conform with ICAO wording requirement.

AC91-9 &AC172-1 Revision 3	11 January 2006	Introduced the following changes: <ul style="list-style-type: none">• Iteration that a conditional clearance will relate to the first aircraft or vehicle to pass the affected aircraft.• The inclusion of the runway designator in both take-off and landing clearances where there is a risk of confusion.• The term runway holding position is changed to runway holding point.• Inclusion of the read back of traffic information in the pilot transmission.• Introduction of traffic information into the take-off or landing clearance when reduced runway separation is being used.
AC91-9 &AC172-1 Revision 4	23 November 2006	Introduced the following changes: <ul style="list-style-type: none">• Amended diagram under 'Clearance'.• Amended readback requirements to denote when transmitted by voice.• Added new transmission example to diagram 2 under 'Position Reporting – IFR.• Inserted detail requirements for non RVSM aircraft operating in RVSM airspace.• Amended diagram under 'IFR Arrivals' to cater for new RNAV procedures.• Amended traffic information broadcasts aircraft (TIBA) to AIPNZ ENR 1.15.
AC91-9 &AC172-1 Revision 5	30 July 2009	Reflected amendments to ICAO Annex 10, ICAO Documents 4444 and 9432, and the AIPNZ.
AC91-9 &AC172-1 Revision 6	3 August 2009	Amended the ACAS Resolution Advisory phraseology to reflect the latest amendment to ICAO Doc 4444.
AC91-9 &AC172-1	3 June 2010	Amended the phraseology for take-off and landing clearances to include the runway designator in

Revision 7		each case.
AC91-9 &AC172-1 Revision 8	20 September 2011	Amended the phraseology for the imposition of silence, and amended the section on aerodrome flight information service.
AC91-9 &AC172-1 Revision 9	3 May 2013	<ul style="list-style-type: none"> Amended: <ul style="list-style-type: none"> 'ETA' to 'estimate' readback requirements regarding runway in use term 'gate' to 'stand' Avoided consecutive groups of numerals being transmitted Introduced text and phraseology for minimum fuel
AC91-9 &AC172-1 Revision 10	14 June 2013	<ul style="list-style-type: none"> Corrected context for Position Reporting—IFR Standardised alpha-numeric references for POB Amended urgency messages to include full station call sign on first contact and acknowledgement of urgency.
AC91-9 &AC172-1 Revision 11	2 March 2017	Updated the standard radiotelephone phraseologies' procedures to align with the requirement of rule 172.105(b).
AC91-9 &AC172-1 Revision 11.5	2 March 2017	Incorporated the summary of changes made in previous revision.
AC91-9 &AC172-1 Revision 12	10 November 2017	Generalised AIP references by using section instead of pagination.
AC91-9 &AC172-1 Revision 13	18 July 2019	<p>Changes included Amendment 91 to the Standards and Recommended Practices of ICAO Annex 10, Volume II; and other identified improvements; and changes to the AIP:</p> <ul style="list-style-type: none"> Change notice being updated Version history being inserted New numbering system for diagrams being applied Paragraphs 1.3, 4.3.2, 4.7.4, 4.12.2(b), 4.13.2(a), 4.14.1, 4.14.2, 5.2.1, 5.2.2, 6.7.3.5, 6.7.3.7, 6.7.3.10, 6.7.3.10(a)

		<p>amended</p> <ul style="list-style-type: none">• Paragraph 4.7.3 being renumbered• New paragraphs 4.3.3, 4.3.4, 4.3.5, 4.7.2, 4.7.7, 4.14.3, 5.2.3, 5.5.4, 5.5.5 and 5.5.6 inserted• Figures 3.1a, 4.2.1a, 4.3.2a, 4.3.6a, 4.5.1a, 4.6.1.1a, 4.9.1a, 4.16.4a, 4.18.1a, 4.18.2a, 4.19.1a, 4.22.3a, 5.2.1a, 5.4.7a, 5.4.8a, 5.6.3a, 5.6.8a, 5.8.2a, 5.9.1a, 5.9.3a, 5.12.2a, 5.14.2a, 6.2.1a, 6.3.1a, 6.3.3a, 6.4a, 6.5.1a, 6.7.1a, 6.7.2a, 7.1.2a, 7.2.1a, 7.2.3a, 8.2.1a, 8.3.1a, 8.3.2a, 9.4a, 10.1.1a, 12.2a, 13.3.1a amended• New figures 4.3.3a, 4.3.4a, 4.3.5a, 4.7.7a, 5.2.3a, 5.5.6a being inserted• Paragraphs 6.7.3.11(b) and 6.7.3.13(b) deleted <p><i>Note: Revision 11 dated 2 March 2017 paragraph 4.14.2 removed the words “Essential Traffic” as these were not the ICAO phraseology, ICAO precedes traffic information with the words “Traffic is”.</i></p>
AC91-9 &AC172-1 Revision 14	TBA – April/ May 2021	Introduces a new sub-section under section 5, 5.15 Vehicles.

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1. INTRODUCTION

1.1 Radiotelephony (RTF) provides the means by which pilots and air traffic services personnel communicate with each other. Used properly, the information and instructions transmitted are of vital importance in assisting in the safe and expeditious operation of aircraft. However, the use of non-standard procedures and phraseology can cause misunderstanding. Incidents and accidents have occurred in which a contributing factor has been the misunderstanding caused by the use of non-standard phraseology. The importance of using correct and precise standard phraseology cannot be over-emphasised.

1.2 The following phraseology has been established for the purpose of ensuring uniformity in RTF communications. Obviously, it is not practicable to detail phraseology examples suitable for every situation which may occur. However, if standard phrases are adhered to when composing a message, any possible ambiguity will be reduced to a minimum. Concise and unambiguous phraseology used at the correct time is vital to the safe and expeditious operation of air traffic.

1.3 Some abbreviations, which by their common usage have become part of aviation terminology, may be spoken using their constituent letters rather than the phonetic alphabet, for example, ILS, QNH. Relevant definitions and abbreviations can be found in Civil Aviation Rules, Part 1 *Definitions and Abbreviations*. Pronunciation of some abbreviations is included in AIPNZ GEN 2.2 section 1.

1.4 The following words may be omitted from transmissions provided that no confusion or ambiguity will result:

- (a) "SURFACE" in relation to surface wind direction and speed
- (b) "DEGREES" in relation to radar headings
- (c) "VISIBILITY", "CLOUD", and "HEIGHT" in MET reports
- (d) "HECTOPASCALS" when giving pressure settings.

1.5 The use of courtesies should be avoided.

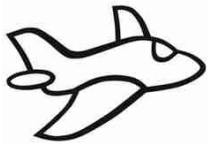

1.6 The word "IMMEDIATELY" should only be used when immediate action is required for safety reasons.

2. GLOSSARY

2.1 Relevant definitions and abbreviations can be found in Civil Aviation Rules, Part 1 *Definitions and Abbreviations*.

3. KEY

Figure 3.1a

Symbol	Meaning
	AIRCRAFT (includes aeroplanes, helicopters, gliders, balloons, microlights). Guidance Material for remotely piloted aircraft, unmanned aircraft when using voice communications.
	AIR TRAFFIC SERVICES (air traffic control, flight information service, aerodrome flight information service)

3.1 In the examples, the aircraft or ground station transmitting is identified by the symbols shown above.

3.2 Aircraft in this AC may be further identified by the call sign examples; FASTAIR representing an airliner, PQR an IFR aircraft, and XYZ a VFR aircraft. It must be remembered that these are just examples and that in many cases the aircraft involved could be any of these.

3.3 In this AC the title of the ground station addressed is generally omitted, such as Christchurch Ground, Christchurch Tower, Christchurch Control, Christchurch Information etc.

4. GENERAL PROCEDURES AND PHRASEOLOGY

4.1 Transmitting technique

4.1.1 The following transmitting techniques will assist in ensuring that transmitted speech is clearly and satisfactorily received.

- Before transmitting check that the receiver volume is set at the optimum level and listen out on the frequency to be used to ensure that your transmission will not interfere with a transmission from another station.
- Be familiar with microphone operating techniques and do not turn your head away from the microphone whilst talking, or vary the distance between it and your mouth. Severe distortion of speech may arise from talking too close to the microphone, touching the microphone with the lips, or holding on to the microphone or boom (of a combined headset/microphone system).
- Use a normal conversation tone, speak clearly and distinctly.
- Maintain an even rate of speech, slightly slower than conversational speed. When it is known that elements of the message will be written down by the recipient, speak at a slightly slower rate.
- Maintain the speaking volume at a constant level.
- A slight pause before and after numbers will assist in making them easier to understand.
- Avoid using hesitation sounds such as "er".

- (h) Depress the transmit switch fully before speaking and do not release it until the message is complete. This will ensure that the entire message is transmitted. However, do not depress the transmit switch until ready to speak.
- (i) It is important to speak slowly and clearly and use standard words and phrases as much as possible – remember that English may be a second language for some.

4.1.2 One of the most irritating and potentially dangerous situations in radiotelephony is a 'stuck' microphone button. Always ensure the button is released after a transmission and the microphone is placed in an appropriate place to ensure it cannot inadvertently be activated.

4.2 Phonetic alphabet

4.2.1 The following table lists the phonetic alphabet for transmitting letters and the corresponding Morse Code identifier. Syllables to be emphasised are in upper case.

Figure 4.2.1a

A	ALFA	AL fah	• -	N	NOVEMBER	no VEM ber	- •
B	BRAVO	BRAH voh	- • • •	O	OSCAR	OSS cah	- - -
C	CHARLIE	CHAR lee or SHAR lee	- • • •	P	PAPA	pah PAH	• - - •
D	DELTA	DELL tah	- • •	Q	QUEBEC	keh BECK	- - • -
E	ECHO	ECK oh	•	R	ROMEO	ROW me oh	• - •
F	FOXTROT	FOKS trot	• • • •	S	SIERRA	see AIR rah	• • •
G	GOLF	GOLF	- - •	T	TANGO	TANG go	-
H	HOTEL	ho TELL	• • • •	U	UNIFORM	YOU nee form or OO nee form	• • -
I	INDIA	IN dee ah	• •	V	VICTOR	VIK tah	• • • -
J	JULIETT	JEW lee ETT	• - - -	W	WHISKEY	WISS key	• - -
K	KILO	KEY loh	- • -	X	X-RAY	ECKS ray	- • • -
L	LIMA	LEE mah	• - • •	Y	YANKEE	YANG key	- • • -
M	MIKE	MIKE	- -	Z	ZULU	ZOO loo	- - • •

4.3 Pronunciation of numbers

4.3.1 The following table lists the phonetic spelling of numbers and number terms, and the corresponding Morse Code identifier. Syllables to be emphasised are in upper case.

Figure 4.3.1a

0	ZE-RO	- - - - -	5	FIFE
1	WUN	. - - - -	6	SIX	-
2	TOO	. . - - -	7	SEV-en	- - . . .
3	TREE -	8	AIT	- - - . .
4	FOW-er	9	NIN-er	- - - . .

Decimal	DAY-SEE-MAL	Hundred	HUN-dred
Thousand	TOU-SAND		

4.3.2. All numbers, except as prescribed in paragraphs 4.3.3 to 4.3.6 of this AC, must be transmitted by pronouncing each digit separately. The following examples indicate the application of this procedure.

Figure 4.3.2a

<i>Application</i>	<i>Example</i>	<i>Transmitted as</i>	<i>Pronounced as</i>
Aircraft call sign	QFA 355	Qantas three five five	Qantas TREE FIFE FIFE
	RLK 238	Link two three eight	Link TOO TREE AIT
Headings	150	heading one five zero	heading WUN FIFE ZE-RO
	080	heading zero eight zero	heading ZERO AIT ZE-RO
	300	heading three zero zero	heading TREE ZE-RO ZE-RO
Wind direction and speed	020 degrees 70 knots	wind zero two zero degrees seven zero knots	wind ZE-RO TOO ZE-RO degrees SEVen ZE-RO knots
	100 degrees 18 knots	wind one zero zero degrees one eight knots	wind WUN ZE-RO ZE-RO degrees WUN AIT knots
	210 degrees 18 knots gusting 30 knots	wind two one zero degrees one eight knots gusting three zero knots	wind TOO WUN ZE-RO degrees WUN AIT knots gusting TREE ZE-RO knots
Runway designator	19	runway one nine	runway WUN NIN-er
	06	runway zero six	runway ZE-RO SIX
	23L	runway two three left	runway TOO TREE left
Mach number	0.84	Mach decimal eight four	Mach DAY SEE MAL AIT FOW-er
Frequencies	128.3 MHz	one two eight decimal three	WUN TOO AIT DAY SEE MAL TREE
	135.75 MHz	one three five decimal seven five	WUN TREE FIFE DAY SEE MAL SEV-en FIFE
	5643 kHz	five six four three	FIFE SIX FOW-er TREE

4.3.3 Flight levels are transmitted by pronouncing each digit separately except for the case of flight levels in whole hundreds, which are transmitted by pronouncing the digit of the whole hundred followed by the word HUNDRED.

Figure 4.3.3a

<i>Application</i>	<i>Example</i>	<i>Transmitted as</i>	<i>Pronounced as</i>
Flight levels	FL 180	flight level one eight zero	flight level WUN AIT ZERO
	FL 200	flight level two hundred	flight level TOO HUN dred

4.3.4 The altimeter setting is transmitted by pronouncing each digit separately except for the case of a setting of 1000 hPa which is transmitted as ONE THOUSAND.

Figure 4.3.4a

<i>Application</i>	<i>Example</i>	<i>Transmitted as</i>	<i>Pronounced as</i>
Altimeter setting	984 hPa	QNH nine eight four	QNH NINer AIT FOW-er
	1000 hPa	QNH one thousand	QNH WUN TOU SAND
	1027 hPa	QNH one zero two seven	QNH WUN ZE-RO TOO SEV-en
	29.95 inches	QNH two nine decimal nine five	QNH TOO NIN-er DAY SEE MAL NIN-er FIFE

4.3.5 All numbers used in the transmission of transponder codes are transmitted by pronouncing each digit separately except that, when the transponder codes contain whole thousands only, the information is transmitted by pronouncing the digit in the number of thousands followed by the word THOUSAND.

Figure 4.3.5a

<i>Application</i>	<i>Example</i>	<i>Transmitted as</i>	<i>Pronounced as</i>
Transponder codes	2400	Squawk two four zero zero	Squawk TOO FOW-er ZE-RO ZE-RO
	1000	Squawk one thousand	Squawk WUN TOU SAND
	3766	Squawk three seven six six	Squawk TREE SEV-en SIX SIX
	2000	Squawk two thousand	Squawk TOO TOU SAND

4.3.6 All numbers used in the transmission of altitude, visibility, cloud height, and runway visual range (RVR) information must be transmitted by pronouncing each digit separately, except that those numbers which contain whole hundreds and/or whole thousands only must be transmitted by pronouncing each digit of the hundreds or thousands followed by the word HUNDRED or THOUSAND as appropriate. Combinations of whole hundreds and thousands must be transmitted by pronouncing each digit in the number of thousands followed by the word THOUSAND followed by the number of hundreds followed by the word HUNDRED.

Figure 4.3.6a

<i>Application</i>	<i>Example</i>	<i>Transmitted as</i>	<i>Pronounced as</i>
Altitude	300 ft	three hundred feet	TREE HUN dred feet
	1145 ft	one one four five feet	WUN WUN FOW-er FIFE feet
	1500 ft	one thousand five hundred feet	WUN TOU SAND FIFE HUN dred feet
	10,500 ft	one zero thousand five hundred feet	WUN ZE-RO TOU SAND FIFE HUN dred feet
	13,000 ft	one three thousand feet	WUN TREE TOU SAND feet
Visibility	200 m	two hundred metres	TOO HUN dred metres
	1500 m	one thousand five hundred metres	WUN TOU SAND FIFE HUN dred metres
	3000 m	three thousand metres	TREE TOU SAND metres
	10 km	one zero kilometres	WUN ZE-RO kilometres
Cloud height	800 ft	eight hundred feet	AIT HUN dred feet
	2200 ft	two thousand two hundred feet	TOO TOU SAND TOO HUN dred feet
	4300 ft	four thousand three hundred feet	FOW-er TOU SAND TREE HUN dred feet
Runway visual range	700 m	RVR seven hundred metres	RVR SEV-en HUN dred metres
	1600 m	RVR one thousand six hundred metres	RVR WUN TOU SAND SIX HUN dred metres

4.4 Transmission of time

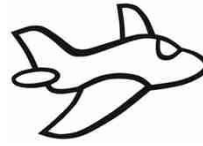
4.4.1 When transmitting time, each digit should be pronounced separately. Only the minutes of the hour are normally required. However, the hour should be included if there is any possibility of confusion. (For this reason, transmission of a SARTIME should always include the hour.)

Figure 4.4.1a

<i>Time</i>	<i>Transmitted as</i>	<i>Pronounced as</i>
0803	zero three or zero eight zero three	ZE-RO TREE or ZE-RO AIT ZE-RO TREE
1300	one three zero zero	WUN TREE ZE-RO ZE-RO
2057	five seven or two zero five seven	FIFE SEV-en or TOO ZE-RO FIFE SEV-en

Note: Co-ordinated universal time (UTC) must be used.

4.4.2 Pilots may check the time with the appropriate ATS unit. Time checks must be given to the nearest half minute.



FASTAIR 345 REQUEST TIME CHECK

FASTAIR 345 TIME 0611

or

FASTAIR 345 TIME 0715 AND A HALF

DRAFT

4.5 Standard words and phrases

4.5.1 The following words and phrases must be used in radiotelephony communications as appropriate and when used have the meaning given below.

Figure 4.5.1a

Word/Phrase	Meaning
ACKNOWLEDGE	Let me know that you have received and understood this message
AFFIRM	Yes
APPROVED	Permission for proposed action granted
BREAK	I hereby indicate the separation between portions of the message <i>(to be used where there is no clear distinction between the text and other portions of the message)</i>
BREAK BREAK	I hereby indicate separation between messages transmitted to different aircraft in a very busy environment
CANCEL	Annul the previously transmitted clearance
CHECK	Examine a system or procedure <i>(not to be used in any other context – no answer is normally expected)</i>
CLEARED	Authorised to proceed under the conditions specified
CONFIRM	I request verification of: <i>(clearance, instruction, action, information)</i>
CONTACT	Establish communications with ...
CORRECT	True or Accurate
CORRECTION	An error has been made in this transmission <i>(or message indicated)</i> the correct version is ...
DISREGARD	Ignore
HOW DO YOU READ	What is the readability of my transmission?
I SAY AGAIN	I repeat for clarity or emphasis
MAINTAIN	Continue in accordance with the condition(s) specified, or in its literal sense, eg. "Maintain VFR"
MONITOR	Listen out on <i>(frequency)</i>
NEGATIVE	No <i>or</i> Permission is not granted <i>or</i> That is not correct <i>or</i> Not capable
OVER	My transmission is ended and I expect a response from you <i>(not normally used in VHF communication)</i>
OUT	My transmission is ended and I expect no response from you <i>(not normally used in VHF communication)</i>

Word/Phrase	Meaning
READ BACK	Repeat all, or the specified part, of this message back to me exactly as received
RECLEARED	A change has been made to your last clearance and this new clearance supersedes your previous clearance or part thereof
REPORT	Pass me the following information
REQUEST	I should like to know or I wish to obtain
ROGER	I have received all of your last transmission (<i>under NO circumstances to be used in reply to a question requiring READ BACK or a direct answer in the affirmative or negative</i>)
SAY AGAIN	Repeat all, or the following part, of your last transmission
SPEAK SLOWER	Reduce your rate of speech
STANDBY	Wait and I will call you
UNABLE	I cannot comply with your request, instruction or clearance (<i>normally followed by a reason</i>)
WILCO	I understand your message and will comply with it
WORDS TWICE	(a) as a request Communication is difficult. Please send every word or group of words twice (b) as information Since communication is difficult every word group of words in this message will be sent twice

4.6 Call sign

4.6.1 Ground station call signs

4.6.1.1 Ground stations are identified by the name of the location followed by the service available as follows:

Figure 4.6.1.1a

CONTROL	Area control (procedural or surveillance)
APPROACH	Approach control (procedural or surveillance)
ARRIVAL	Approach control radar arrivals (where provided as separate service)
DEPARTURE	Approach control radar departures (where provided as a separate service)
TOWER	Aerodrome control, or aerodrome/approach control where combined
GROUND	Surface movement control
RADAR	Area or approach surveillance service on a discrete frequency
FLIGHT SERVICE	Aerodrome flight information service (AFIS)
INFORMATION	Area flight information service
DELIVERY	Clearance delivery
RADIO	Aeronautical station (air-ground communications)
APRON	Apron management service
UNICOM	Universal Communications (air-ground communications if approved)

4.6.1.2 The name of the location or the service may be omitted after satisfactory communications have been established.

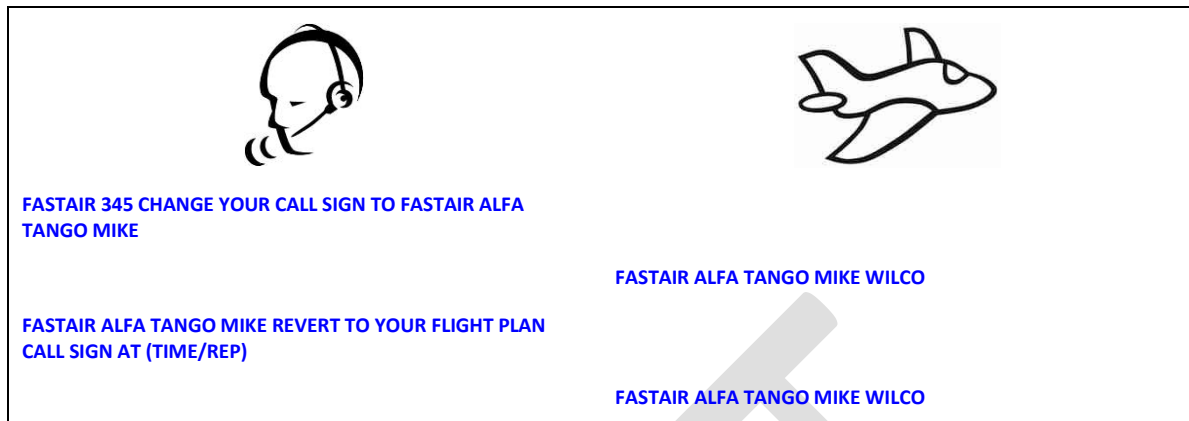
4.6.2 Aircraft call signs

4.6.2.1 Information on aircraft call signs for operations within New Zealand are contained in Part 91.

Relevant definitions and abbreviations can be found in Civil Aviation Rules, Part 1 *Definitions and Abbreviations*.

4.6.2.2 An aircraft call sign does not change during flight except for a temporary period on the instruction of ATC in the interests of safety.

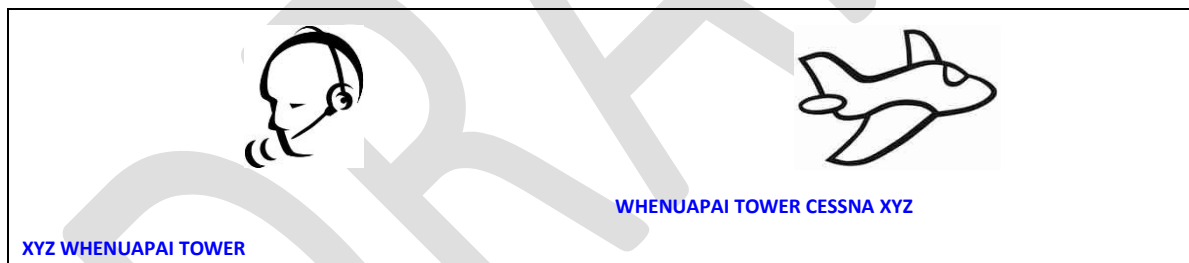
Figure 4.6.2.2a



4.7 Establishment and continuation of communications

4.7.1 The responsibility of establishing communications rests with the station having traffic to transmit. When establishing communications, an aircraft should use the full call sign of both the aircraft and the aeronautical station. Use of the name of the manufacturer, or of the aircraft model or type, is optional. (Pilots can assess whether aircraft type could be helpful to the recipient for recognition or sequencing purposes). The use of the calling station's call sign and the receiving station's call sign is considered an invitation to proceed with the transmission, the phrase GO AHEAD is not to be used.

Figure 4.7.1a

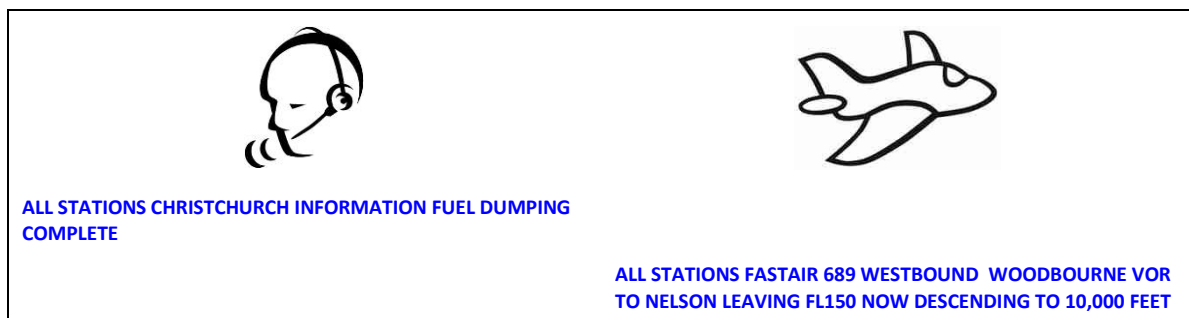


4.7.2 For aircraft in the heavy or super wake turbulence categories the word "Heavy" or "Super" respectively is included immediately after the aircraft call sign in the initial radiotelephony contact between such aircraft and ATS units.

4.7.3 After contact has been established, continuous two-way communication is permitted without further identification or call sign until termination of the contact provided no mistake of identity is likely to occur.

4.7.4 When a ground station wishes to broadcast information, or an aircraft wishes to broadcast information to aircraft in its vicinity, the message should be prefaced by the call "ALL STATIONS" followed by the identification of the calling station.

Figure 4.7.4a



4.7.5 No reply is expected to such general calls unless individual stations are subsequently called upon to acknowledge receipt.

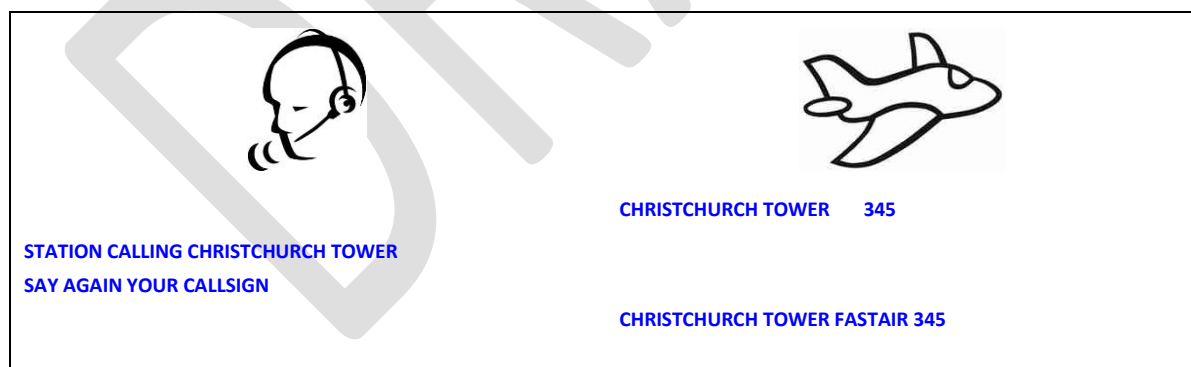
4.7.6 If there is doubt that a message has been correctly received, a repetition of the message should be requested in full or in part.

Figure 4.7.6a

Phrase	Meaning
SAY AGAIN	Repeat entire message
SAY AGAIN ... (item)	Repeat specific item
SAY AGAIN ALL BEFORE ... (<i>the first word satisfactorily received</i>) SAY AGAIN ALL AFTER ... SAY AGAIN ALL BETWEEN ... AND ...	Repeat part of message

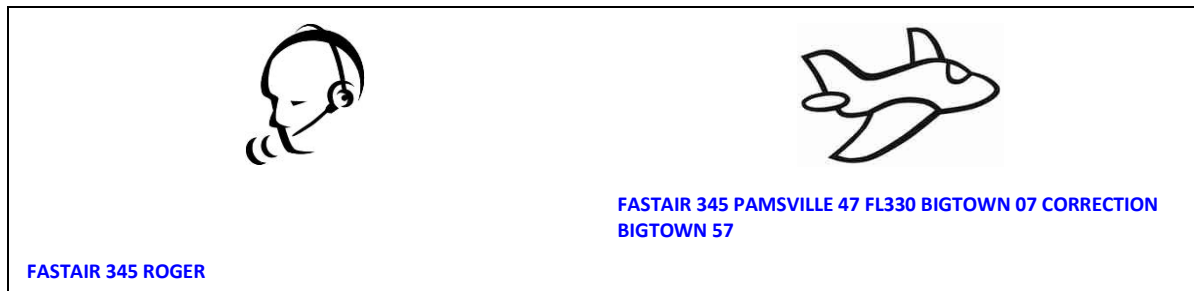
4.7.7 When a station is called but is uncertain of the identity of the calling station, the calling station should be requested to repeat its call sign until the identity is established.

Figure 4.7.7a



4.7.8 When an error is made in a transmission, the word "CORRECTION" is used. The last correct group or phrase is repeated and then the correct version transmitted.

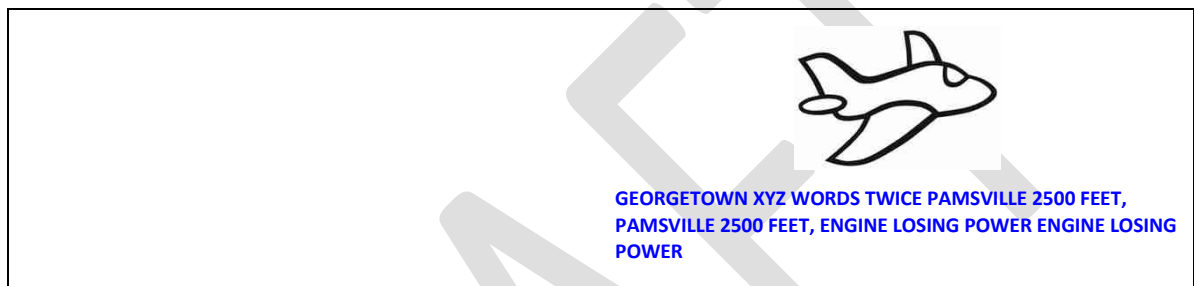
Figure 4.7.8a



4.7.9 If a correction can best be made by repeating the entire message, the operator should use the phrase “CORRECTION I SAY AGAIN” before transmitting the message a second time.

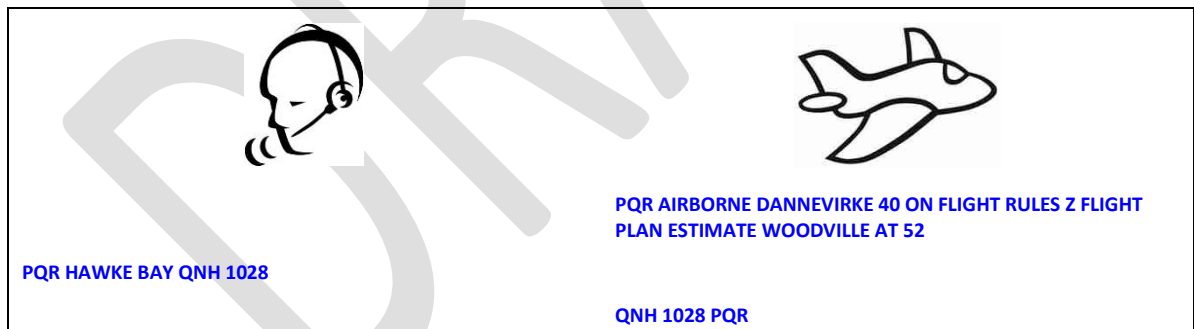
4.7.10 When it is considered that reception is likely to be difficult, important elements of the message should be spoken twice.

Figure 4.7.10a



4.7.11 Aircraft for which a flight plan – flight rules **Z** – has been filed, departing from an unattended aerodrome, should call nearest ATS unit as soon as practical to confirm activation of flight plan, advise flight rules, and provide an estimate for the point where flight rules change.

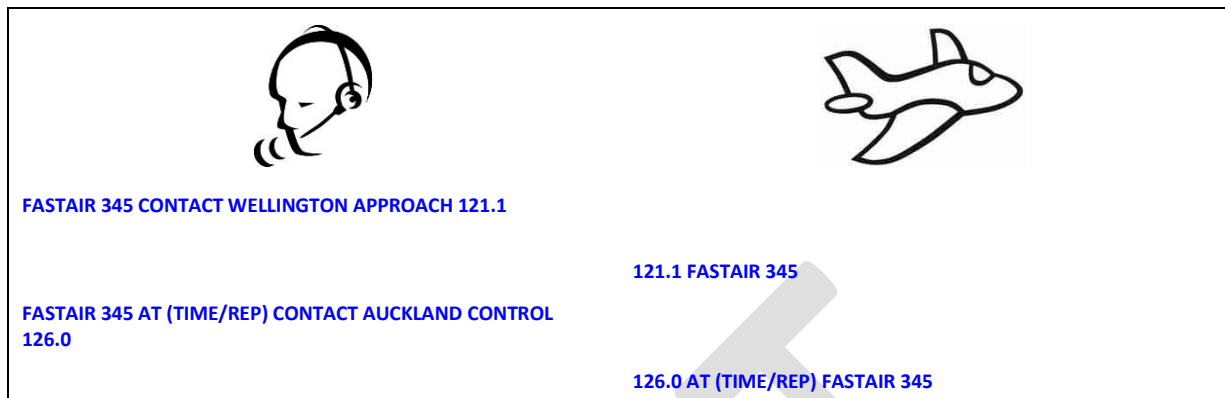
Figure 4.7.11a



4.8 Transfer of communications

4.8.1 When instructed, controlled flights must change frequency and contact the new ATS unit.

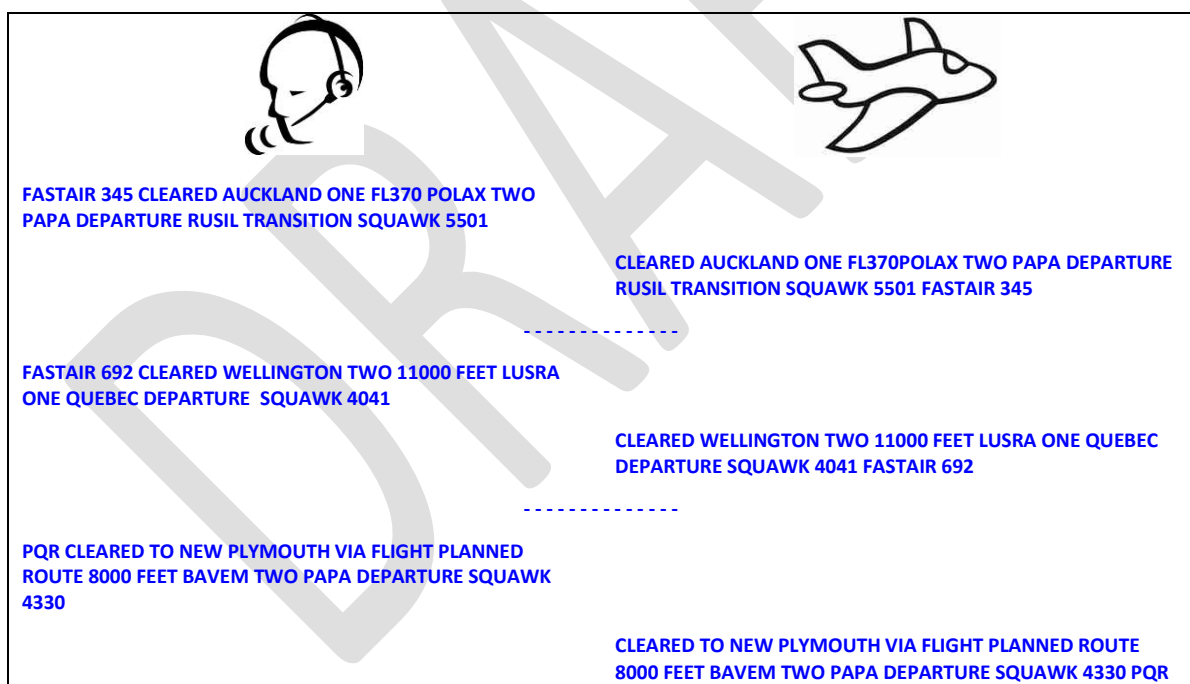
Figure 4.8.1a



4.9 Clearances

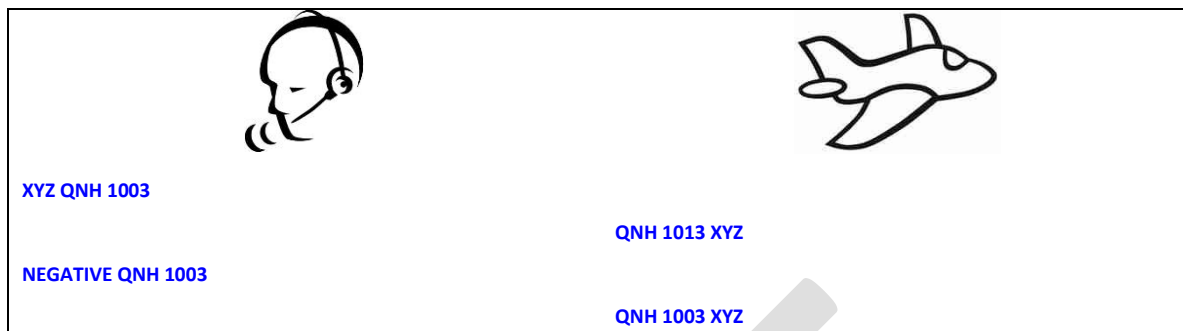
4.9.1 An ATC route clearance is not an instruction to take off or enter an active runway. The word "TAKE-OFF" is used only when an aircraft is cleared for take-off, or when cancelling a take-off clearance. At other times the word "DEPARTURE" or "AIRBORNE" is used.

Figure 4.9.1a



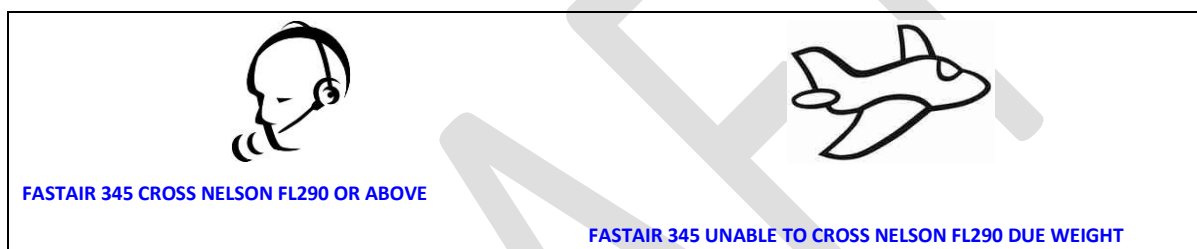
4.9.2 If an aircraft read back of a clearance or instruction is incorrect, the controller will transmit the word “NEGATIVE” followed by the correct version.

Figure 4.9.2a



4.9.3 If at any time a pilot receives a clearance or instruction which cannot be complied with, the pilot should advise the controller using the word “UNABLE” and give the reasons.

Figure 4.9.3a



4.10 Reclearance

4.10.1 When an ATC route clearance is changed for ATC reasons or following an aircraft request, instructions will be passed in the form of a reclearance.

4.11 Conditional clearances

4.11.1 Conditional phrases, such as “BEHIND LANDING AIRCRAFT”, or “AFTER DEPARTING AIRCRAFT” should not be used for movements affecting the active runway(s), except when the aircraft or vehicles concerned are seen by the controller and the pilot. The aircraft or vehicle causing the condition in the clearance should be the first aircraft/vehicle to pass in front of the aircraft receiving the conditional clearance.

4.11.2 In all cases a conditional clearance will be given in the following order and consist of:

- (a) identification
- (b) the condition
- (c) the clearance
- (d) brief reiteration of the condition.

For example:

“MOUNT COOK 941, BEHIND BOEING 737 ON SHORT FINAL, LINE UP BEHIND”

“QANTAS 357, AFTER DEPARTING AIRBUS, LINE UP BEHIND”

4.11.3 These require the aircraft receiving the conditional clearance to identify the aircraft or vehicle causing the condition and not accept the clearance until this is achieved.

4.12 Read back requirements

4.12.1 A pilot is required to acknowledge receipt of the following ATC clearances, information or instructions, which are transmitted by voice, by **a full read back followed by the aircraft call sign**:

- (a) ATC route, approach and departure clearances including any amendment thereof
- (b) clearances to VFR flights to operate within controlled airspace, including entering or vacating the circuit
- (c) clearances (including conditional clearances) to operate on the manoeuvring area at a controlled aerodrome including:
 - (1) clearances to land on or take off from any runway
 - (2) clearances to enter, cross, taxi or backtrack on any runway
 - (3) instructions to remain on or hold clear of any runway
 - (4) taxi instructions including a taxi route and holding point where specified
- (d) runway-in-use
- (e) SSR codes
- (f) level instructions
- (g) heading and speed instructions
- (h) altimeter settings
- (i) frequency, after frequency change instructions.

4.12.2 The following exceptions are permitted.

Note: in all cases conditional clearances must be read back in full.

- (a) Aircraft waiting to cross a runway may acknowledge a clearance to cross with the phrase "CROSSING (call sign)".
- (b) When a VFR aircraft is cleared by ATC to route via a published VFR arrival or departure procedure that is identical to that INITIALLY requested by the pilot, there is no requirement for the pilot to read back the clearance in full. The aircraft must transmit its call sign as an acknowledgment.

4.12.3 Where a route clearance is passed to another ATS unit or aircraft for relay, a read back must be made by the receiver to the originator of the clearance.

4.12.4 ATC will listen to the read back to ascertain that the clearance or instruction has been correctly acknowledged by the flight crew and will take immediate action to correct any discrepancies revealed by the read back.

4.12.5 When instructions are received that do not require a full read back they must be acknowledged in a manner which clearly indicates that they have been understood and accepted. "WILCO" will generally suffice in this case.

4.12.6 Messages that do not require a read back must be acknowledged by the aircraft transmitting its call sign.

4.12.7 Where there is difficulty in reading a transmission a read back should be made or requested to verify the content.

4.13 Traffic information

4.13.1 Within class C or D airspace, traffic information is to be acknowledged by the phrase "COPIED THE TRAFFIC (call sign)" or "TRAFFIC IN SIGHT (call sign)" as appropriate.

4.13.2 Traffic information passed to an IFR aircraft about another IFR aircraft in class G airspace is to be acknowledged as follows:

- (a) where "NO REPORTED IFR TRAFFIC" is passed the pilot replies NIL TRAFFIC "(call sign)"
- (b) where traffic information is passed the pilot replies "COPIED THE TRAFFIC (call sign)".

4.14 Essential traffic

4.14.1 Essential traffic is that controlled traffic to which the provision of separation by ATC is applicable, but which, in relation to a particular controlled flight is not, or will not be, separated from other controlled traffic by the appropriate separation minimum. Essential traffic includes flights which are maintaining own separation in VMC and flights affected as a result of an aircraft responding to an ACAS RA.

4.14.2 Essential traffic information will include:

- (a) direction of flight of aircraft concerned
- (b) type and wake turbulence category (if relevant) of aircraft concerned
- (c) cruising level of aircraft concerned; and
 - (1) estimated time over the reporting point nearest to where the level will be crossed; or
 - (2) relative bearing of the aircraft concerned in terms of the 12-hour clock as well as distance from the actual or estimated position of the aircraft concerned; or
 - (3) actual or estimated position of the aircraft concerned.

4.14.3 Messages containing essential traffic information to IFR flights outside controlled airspace is preceded by "TRAFFIC IS" or "ADDITIONAL TRAFFIC IS".

4.15 Radio test procedures

4.15.1 Test transmissions should take the following form:

- (a) the identification of the station being called
- (b) the aircraft call sign
- (c) the words RADIO CHECK
- (d) the frequency being used.

4.15.2 Replies to test transmissions should be as follows:

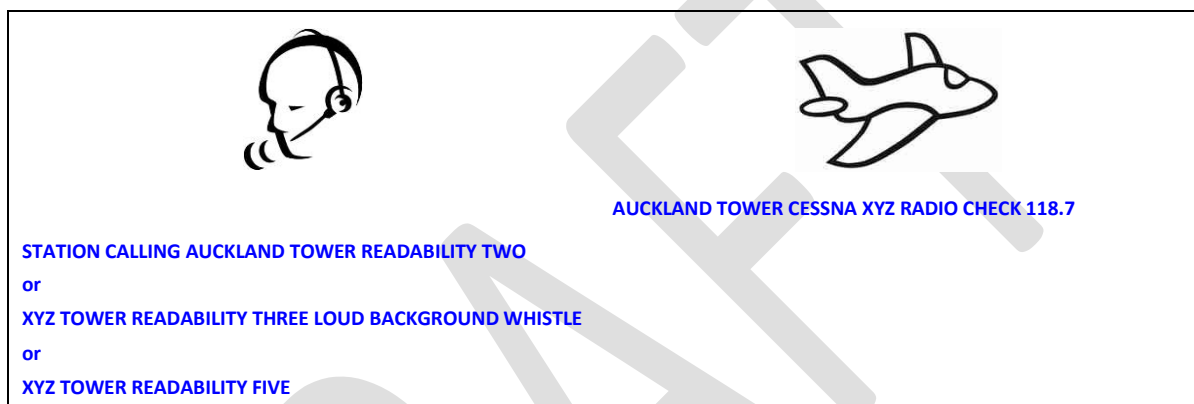
- (a) the identification of the station calling
- (b) the identification of the station replying
- (c) information regarding the readability of the transmission.

4.15.3 The readability of the transmission should be classified in accordance with the following readability scale:

Figure 4.15.3a

1	Unreadable
2	Readable now and then
3	Readable but with difficulty
4	Readable
5	Perfectly readable

Figure 4.15.3b



4.15.4 When it is necessary for a ground station to make test signals, either for the adjustment of a transmitter before making a call or for the adjustment of a receiver, such signals must not continue for more than 10 seconds and must be composed of spoken numbers (ONE, TWO, THREE, etc) followed by the radio call sign of the station transmitting the test signals.

4.16 Level instructions

4.16.1 Only basic level instructions are detailed in this chapter. More comprehensive phrases are contained in subsequent chapters in the context in which they are most commonly used.

4.16.2 The precise phraseology used in the transmission and acknowledgement of climb and descent clearances will vary, depending upon the circumstances, traffic density, and nature of the flight operations. However, care must be taken to ensure that misunderstandings are not generated as a consequence of the phraseology employed during these phases of flight.

4.16.3 Level is a general term used when referring to altitude or flight level.

4.16.4 In the following examples the operations of climbing and descending are interchangeable and examples of only one form are given.

Figure 4.16.4a



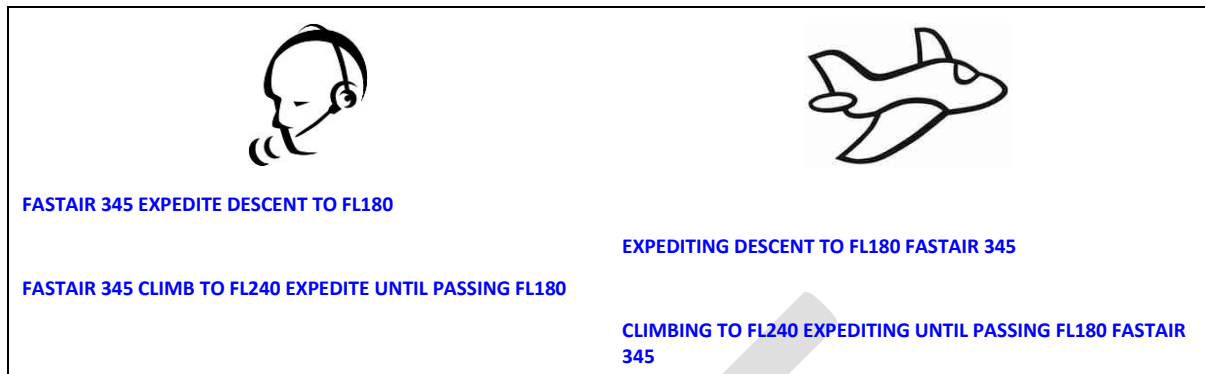
4.16.5 Once given an instruction to climb or descend, a further overriding instruction may be given to a pilot.

Figure 4.16.5a



4.16.6 Occasionally, for traffic reasons, a higher than normal rate of climb or descent may be required.

Figure 4.16.6a

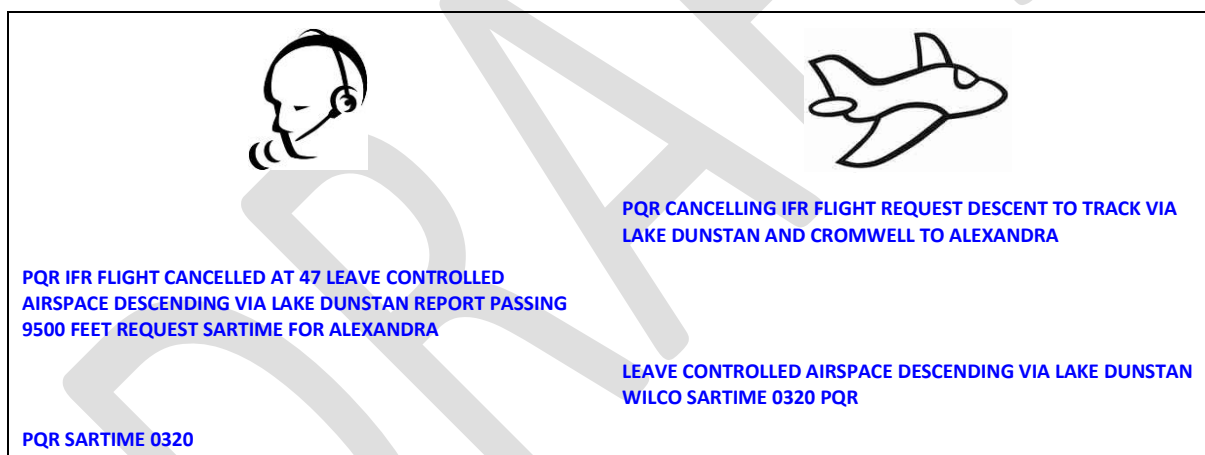


4.17 Change from IFR to VFR flight rules

4.17.1 During a flight a pilot may change from IFR to VFR flight. Any changes to the flight plan are to be included in the message. Pilots are required to provide a SARTIME (in hours and minutes) for destination and aircraft registration if not already passed.

Note: This is not a termination of flight plan but merely a change of flight rules.

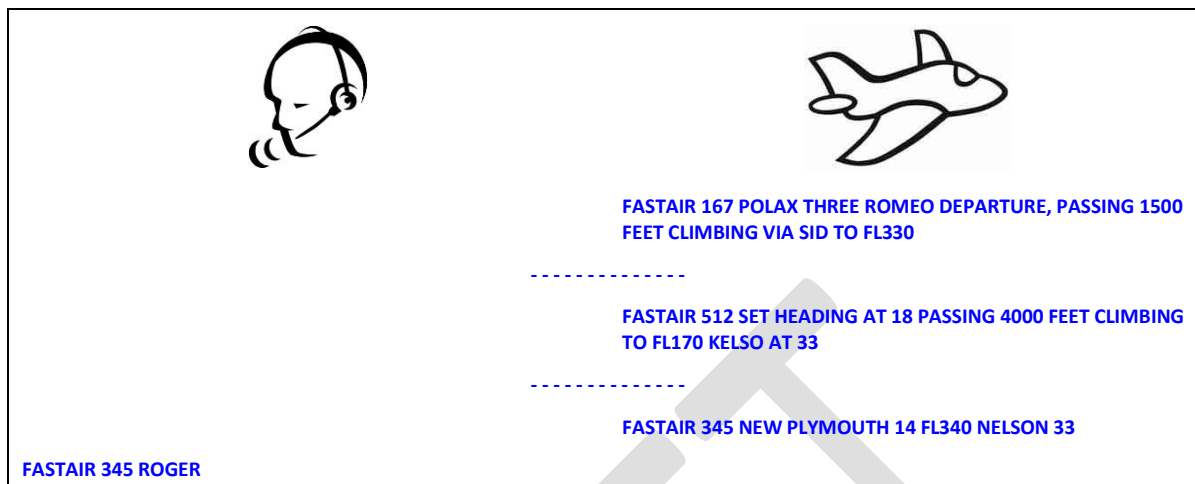
Figure 4.17.1a



4.18 Position reporting — IFR

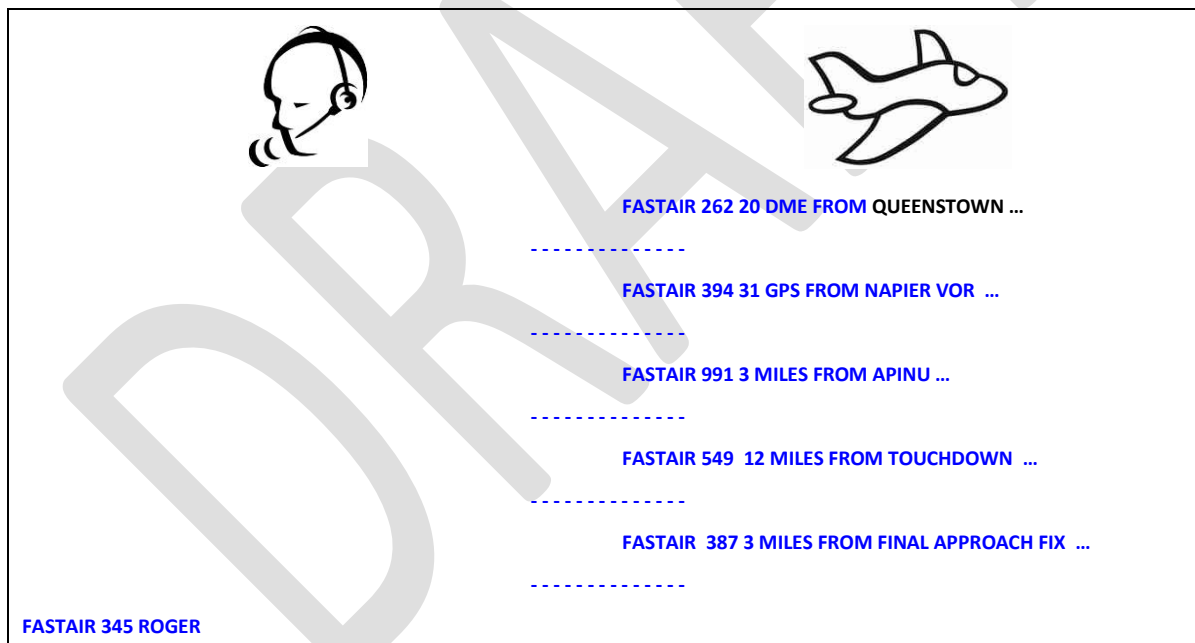
4.18.1 Position reporting procedures are set out in *AIP New Zealand* ENR 1.1, section 5.

Figure 4.18.1a



4.18.2 Where distance information is provided in a position report, the distance reference is to be included.

Figure 4.18.2a



4.19 Position reporting — VFR

4.19.1 Visual position reports should contain the appropriate elements of those listed in AIP New Zealand ENR 1.1 section 7 as applicable to the report.

Figure 4.19.1a

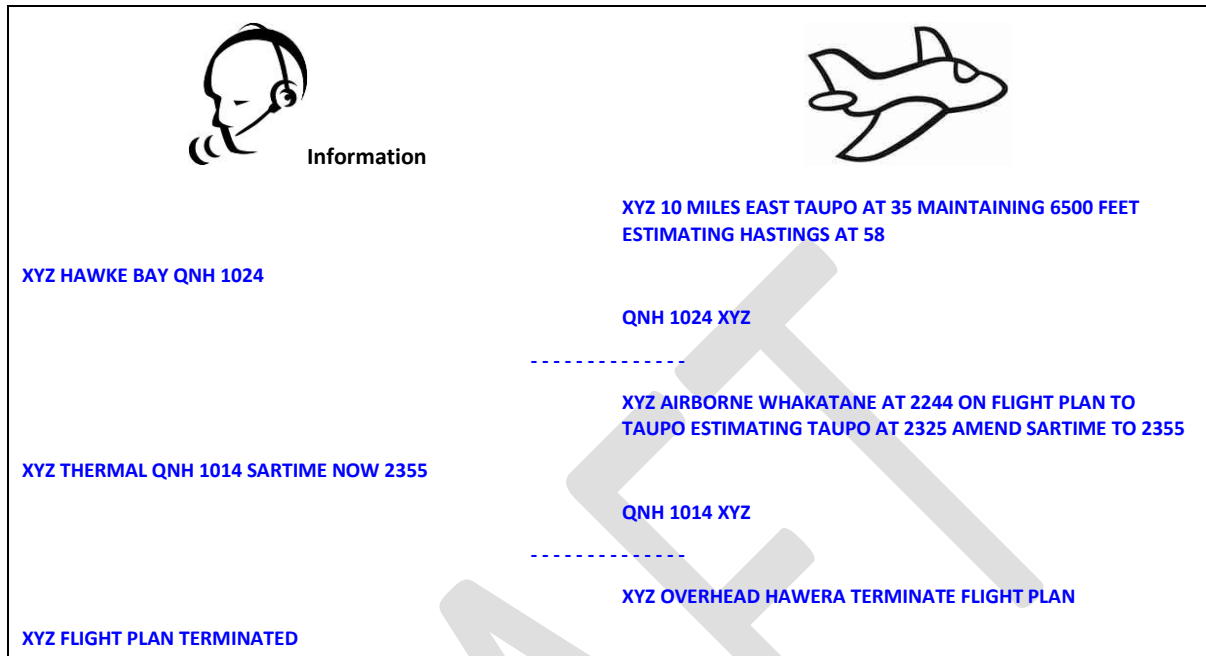


Figure 4.19.1b

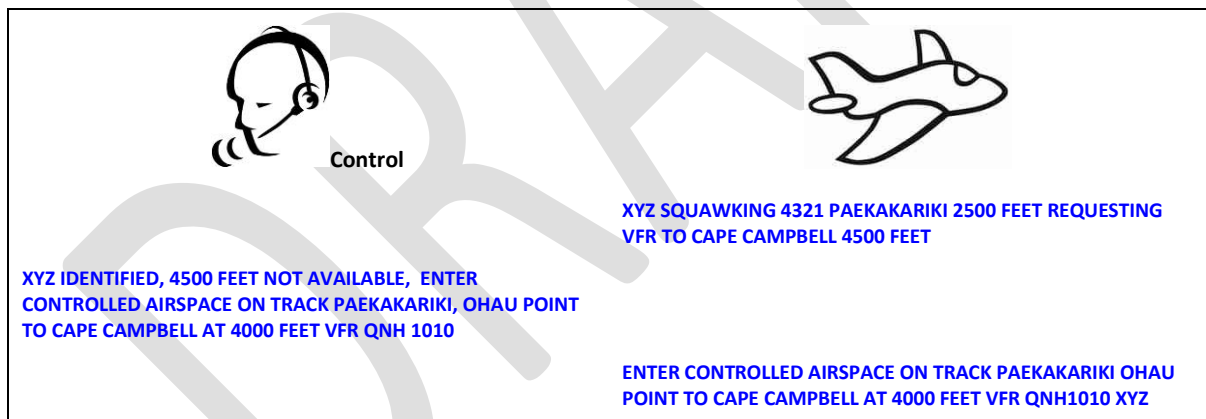
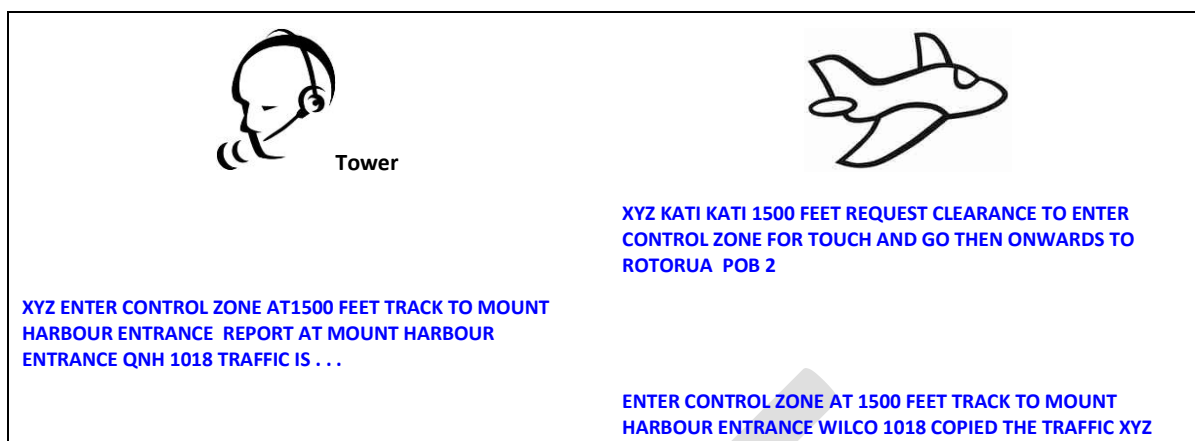


Figure 4.19.1c

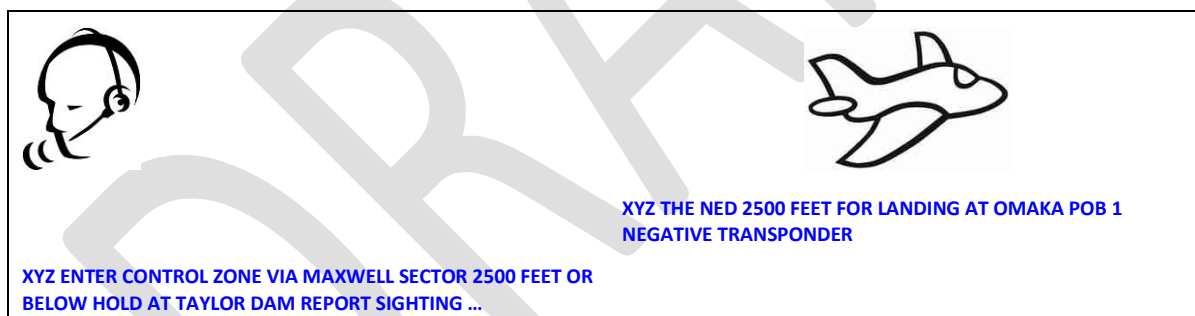


4.20 Transponder reporting

4.20.1 Pilots are required to operate a transponder when in transponder-mandatory airspace (all controlled airspace in New Zealand and when designated in special use airspace) unless otherwise authorised by ATC. Refer to paragraph 6.7 of this AC for transponder operating phrases.

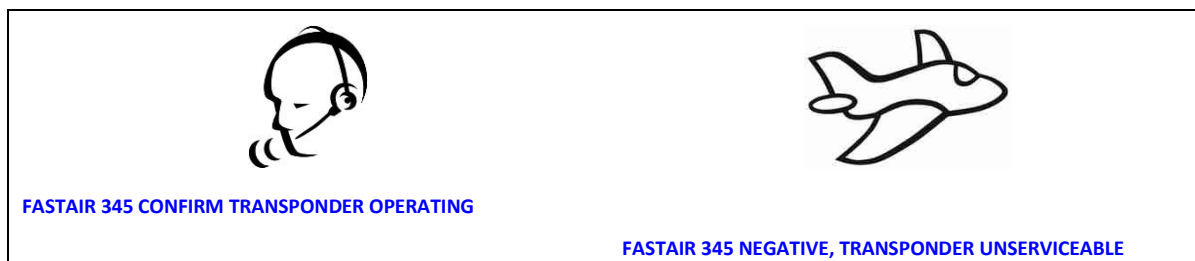
4.20.2 Pilots who wish to operate in transponder mandatory controlled airspace without an operative transponder are expected to obtain specific ATC approval prior to commencing the flight. Following ATC approval pilots reiterate “NEGATIVE TRANSPONDER” when requesting a clearance to enter transponder mandatory controlled airspace. Refer to section 6.7 for transponder operating phrases.

Figure 4.20.2a



4.20.3 A pilot-in-command of an aircraft operating in transponder mandatory airspace must immediately advise the ATC unit having jurisdiction over the relevant airspace of any failure or partial failure of the transponder equipment. ATC may request confirmation of transponder operation.

Figure 4.20.3a



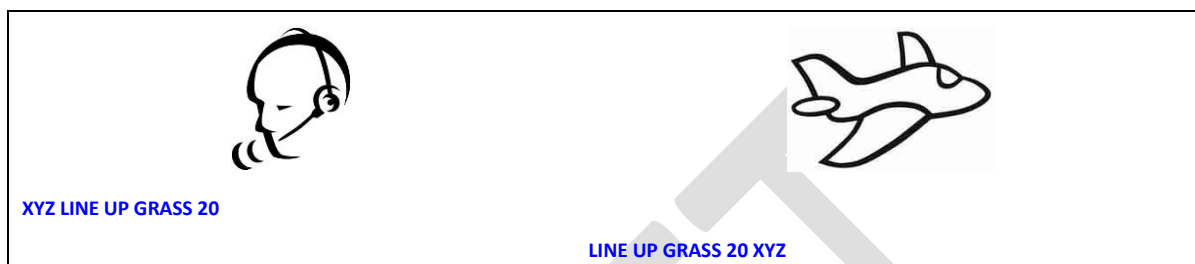
4.21 Runway designator

4.21.1 At controlled aerodromes the phraseology “RUNWAY (number)” will be used.

4.21.2 Where there are two parallel runways with different surfaces (paved and unpaved) and the runway designators are the same:

- (a) the phraseology "GRASS (number)" will be used to describe the unpaved or partially paved runway, and either
- (b) the phraseology "SEAL (number)" will be used to describe the paved runway; or
- (c) the phraseology "RUNWAY (number)" is used to describe the paved runway if the aircraft in question is **not** capable of landing on the unpaved parallel runway.

Figure 4.21.2a



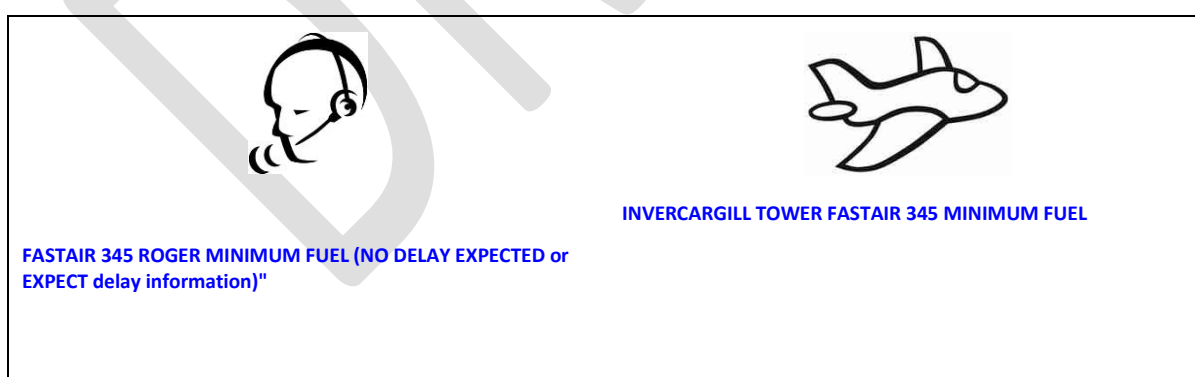
4.22 Minimum fuel

4.22.1 A declaration from a pilot of "MINIMUM FUEL" informs ATC that all planned aerodrome options have been reduced to a specific aerodrome of intended landing and any change to the existing clearance may result in landing with less than planned final reserve fuel. This is not an emergency situation but an indication that an emergency situation is possible should any delay occur.

4.22.2 When a pilot reports a state of minimum fuel, the controller must inform the pilot as soon as practicable of any anticipated delays or that no delays are expected. Any change to expected delays will be passed to the aircraft as soon as practicable.

4.22.3 No priority will be provided to aircraft that have declared minimum fuel. If there is a fuel situation that is an emergency then an emergency call in accordance with part 13 of the AC must be used.

Figure 4.22.3a



5. AERODROME CONTROL

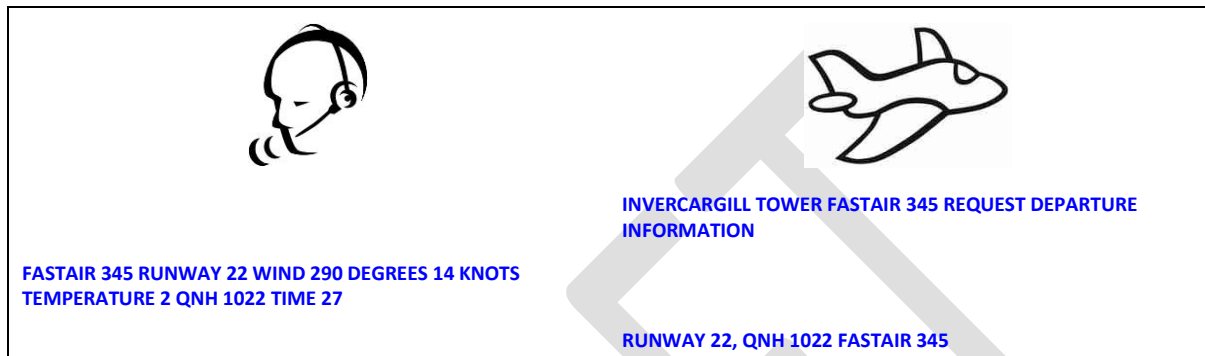
5.1 General

5.1.1 Except for reasons of safety, controllers should not transmit to an aircraft in the process of taking off or in the final stages of an approach and landing.

5.2 Departure information and engine starting procedures

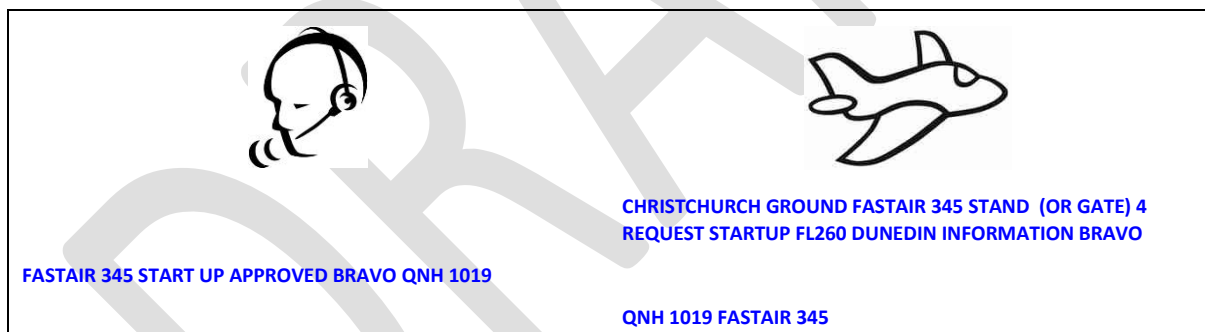
5.2.1 Where ATIS is not available the pilot may ask for current aerodrome information before requesting start up.

Figure 5.2.1a



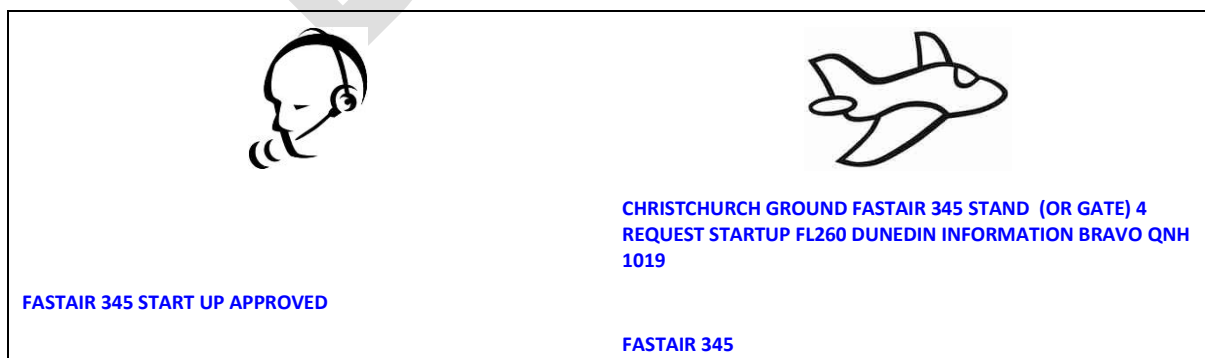
5.2.2 Requests to start engines are normally made to facilitate ATC planning and to avoid fuel wastage by aircraft delayed on the ground. Along with the request, the pilot will state the location of the aircraft and acknowledges receipt of the ATIS broadcast.

Figure 5.2.2a





5.2.3 For efficiency, pilots will often include the readback of the QNH included in the ATIS broadcast at the same time they acknowledge receipt of the ATIS broadcast.

Figure 5.2.3a



5.2.4 During busy periods the normal response to a start request is “standby”. ATC internal coordination follows. Maintain a listening watch for your start approval or update.



FASTAIR 345 STAND (OR GATE) 8 REQUEST START UP

FASTAIR 345 STANDBY

FASTAIR 345 START UP AT 35

or

FASTAIR 345 EXPECT START UP AT 35

or

FASTAIR 345 EXPECT DEPARTURE AT 49 START UP AT OWN DISCRETION

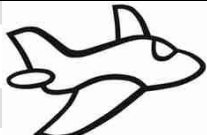

FASTAIR 345

FASTAIR 345

FASTAIR 345

5.3 Pushback

5.3.1 At some aerodromes aircraft are parked nose-in to the terminal and have to be pushed backwards by tugs before they can taxi for departure. Requests for pushback are to be made according to local procedures.



FASTAIR 345 STAND (OR GATE) 2 REQUEST PUSHBACK

FASTAIR 345 PUSHBACK APPROVED

or

FASTAIR 345 STANDBY, EXPECT ONE MINUTE DELAY DUE 747 TAXIING BEHIND

5.4 Taxi instructions

5.4.1 In all cases pilots of departing aircraft must state the location of the aircraft when requesting to either start engines, push back, or when requesting taxi clearance.

5.4.2 When an aircraft wishes to operate off a non-duty runway, IFR flights must make this request prior to starting, and VFR aircraft must include this in the request for taxi clearance.

5.4.3 When an aircraft requires a reduced length for take-off, or backtrack from a runway entry point, this request must be included in the request for taxi clearance, along with any other intentions of a pilot which are significant to ATC.

5.4.4 Taxi instructions issued by a controller will always contain a clearance limit, which is the point at which the aircraft must stop unless further permission to proceed is given. The clearance limit may not necessarily be a position from which an aircraft can enter the runway for departure, or enter the apron, but may be some other position on the aerodrome depending on prevailing circumstances. Taxi instructions may also include a taxi route.

5.4.5 A taxi clearance containing a limit beyond a runway will contain an explicit clearance to cross that runway or an instruction to hold short of that runway. This will include unlit runways at night and runways that are promulgated as closed or not available.

5.4.6 A clearance to cross must be requested if one has not been given.

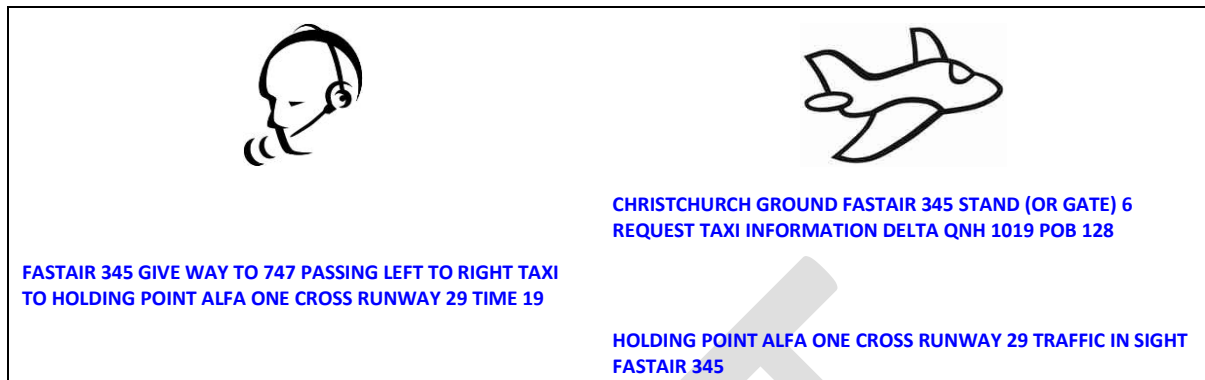
5.4.7 When issuing clearances to aircraft to cross a runway ATC may require an aircraft to report when it has vacated and is clear of the runway.

Figure 5.4.7a



5.4.8 Where an aircraft acknowledges receipt of the ATIS broadcast or acknowledges receipt of conditions just recently broadcast to other aircraft, the controller does not need to pass departure information to the pilot when giving taxi instructions.

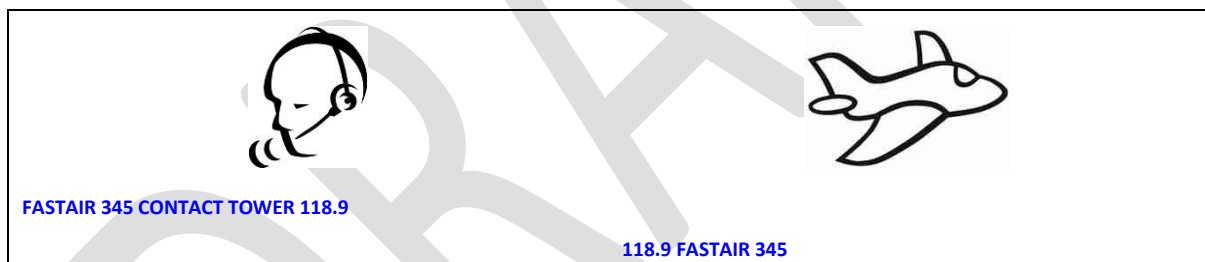
Figure 5.4.8a



5.5 Pre-departure manoeuvring

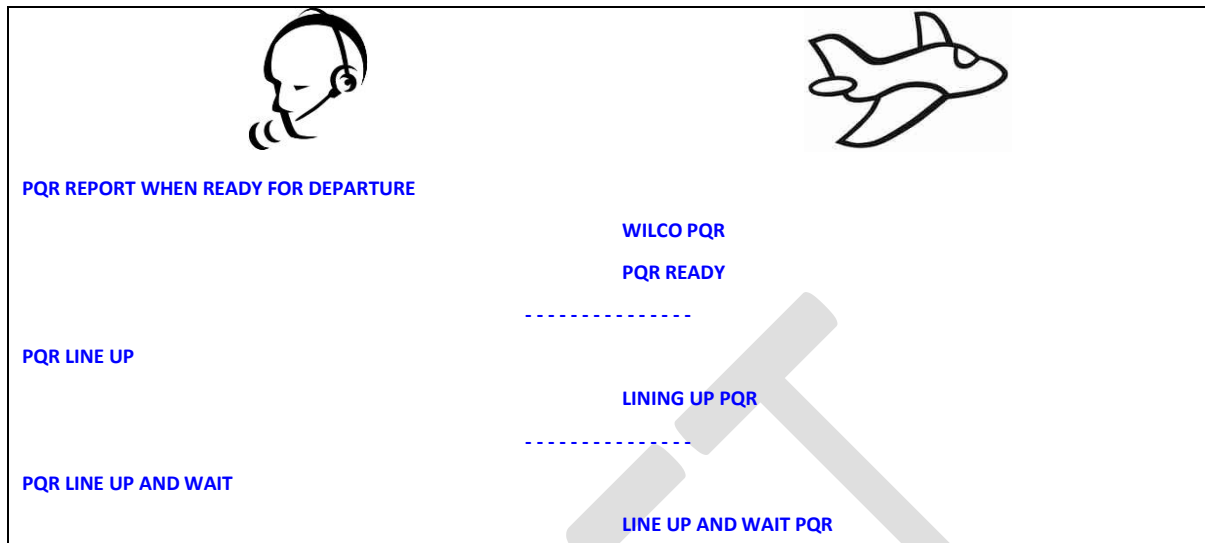
5.5.1 At busy aerodromes with separate surface movement control (GROUND) and aerodrome control (TOWER), aircraft are usually transferred to the aerodrome control at or approaching the runway holding point. Since misunderstandings in the granting and acknowledgement of take-off clearances can result in serious consequences, meticulous care has been taken to ensure that the phraseology which is to be employed during the pre-departure manoeuvres cannot be interpreted as a take-off clearance.

Figure 5.5.1a



5.5.2 Many types of aircraft carry out engine or other pre-take-off checks prior to departure and are not always ready for take-off when they reach the runway holding point.

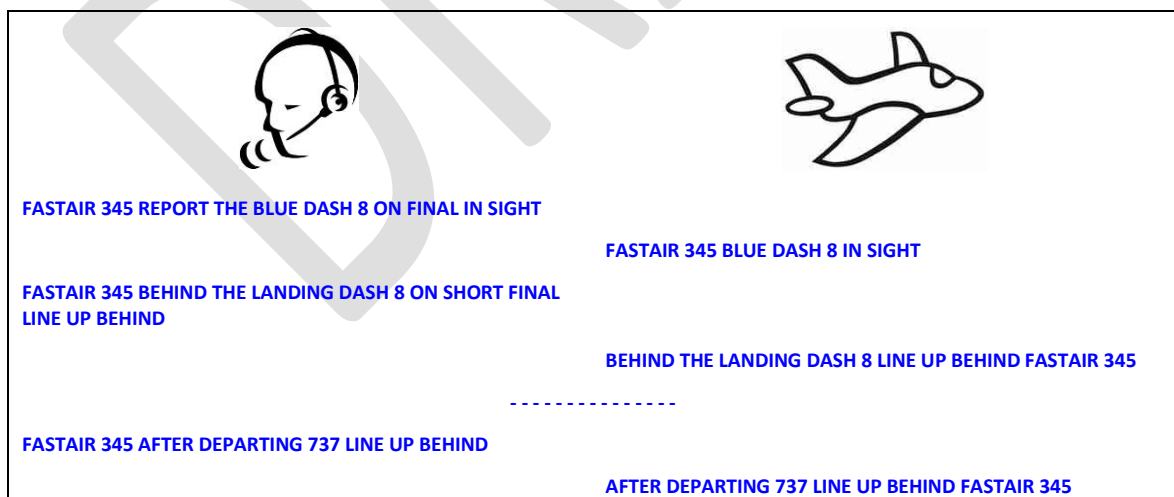
Figure 5.5.2a



5.5.3 Conditional clearances affecting the active runway will only be used when both the pilot and the controller have the conflicting traffic in sight, and the traffic causing the conditional clearance is the first to pass the affected aircraft. When the conditional clearance involves a departing aircraft and an arriving aircraft or two departing aircraft, the clearance will be given as follows:

- call sign
- the condition
- the clearance
- a brief reiteration of the condition.

Figure 5.5.3a



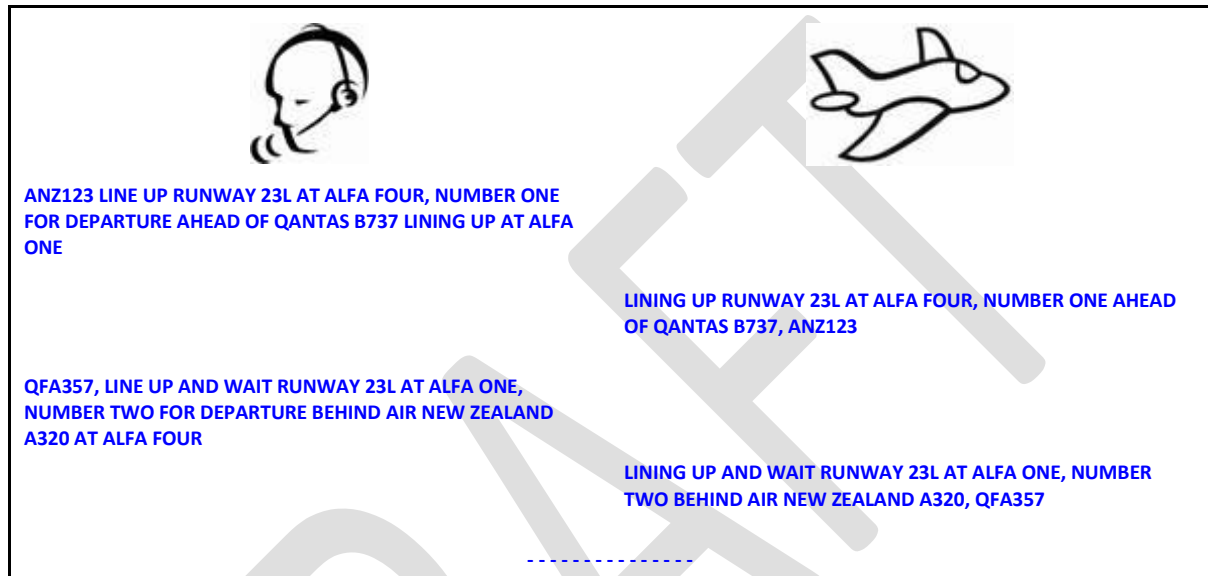
5.5.4 **Multiple line up** clearances differ to conditional clearances.

5.5.5 Multiple line up clearances will only be used when the preceding aircraft concerned is seen by both the controller and the pilot of the succeeding aircraft.

5.5.6 The clearance will be given as follows:

- (a) identification
- (b) line up clearance
- (c) runway
- (d) runway entry point
- (e) departure order number
- (f) traffic information about other aircraft.

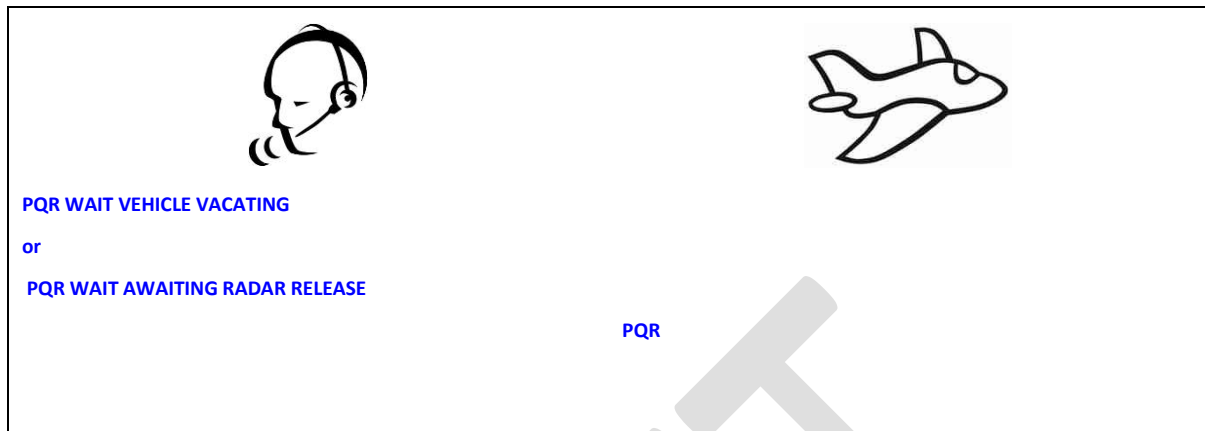
Figure 5.5.6a



5.6 Take-off procedures

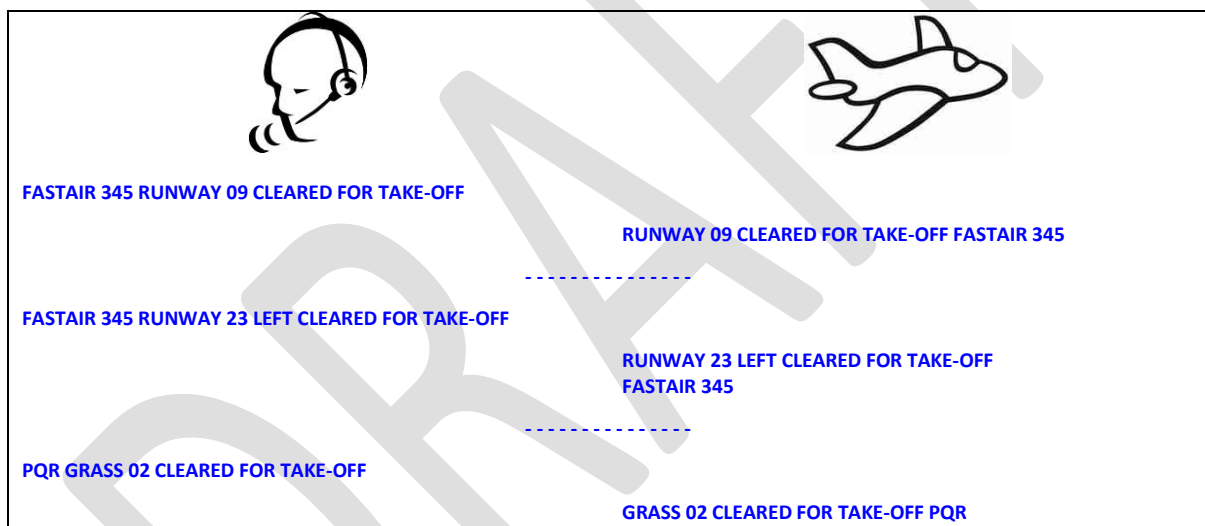
5.6.1 If ATC is unable to issue a take-off clearance the reason will be given.

Figure 5.6.1a



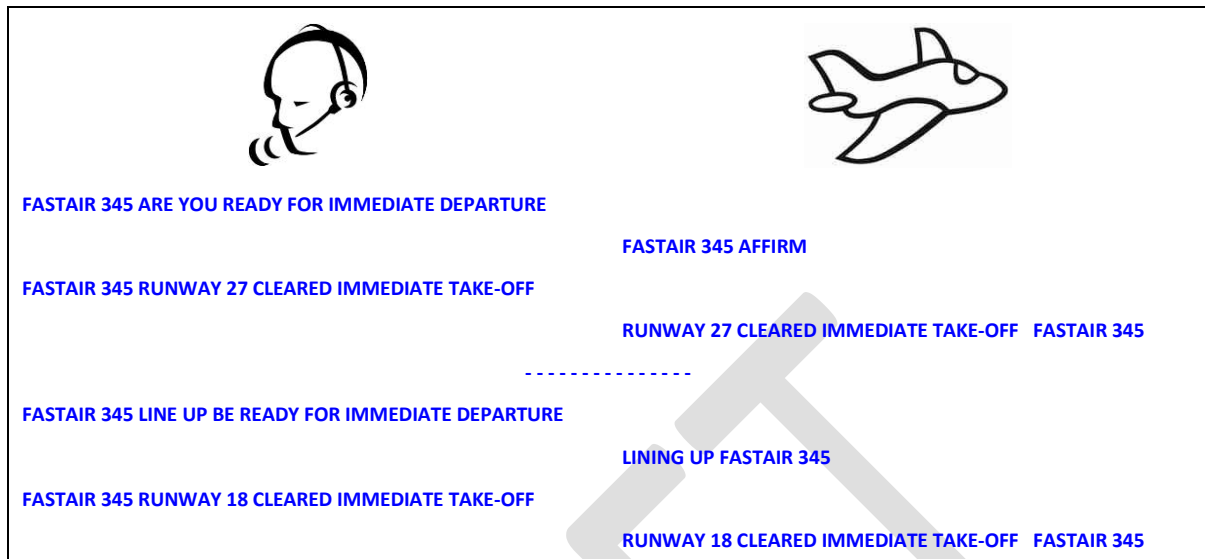
5.6.2 The take-off clearance will include the runway designator.

Figure 5.6.2a



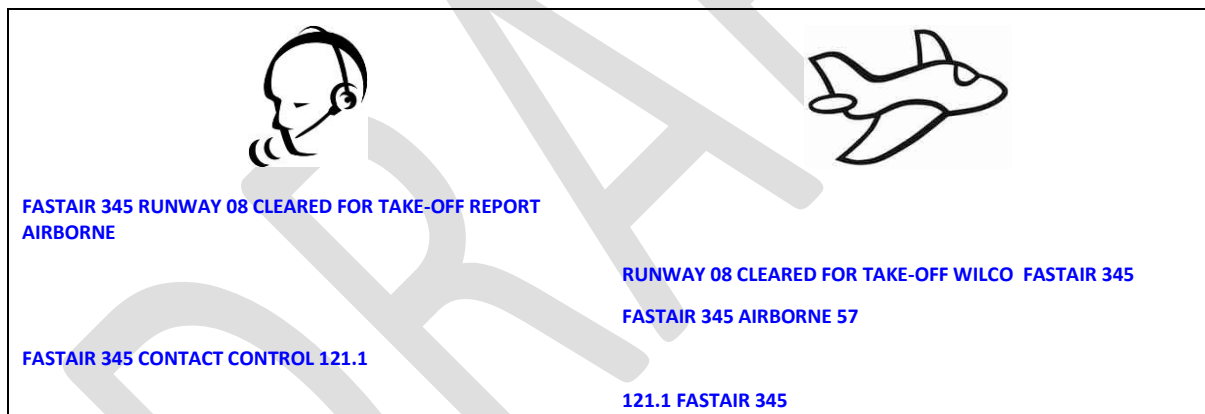
5.6.3 For traffic reasons it may be necessary for the aircraft to take-off immediately after lining up.

Figure 5.6.3a



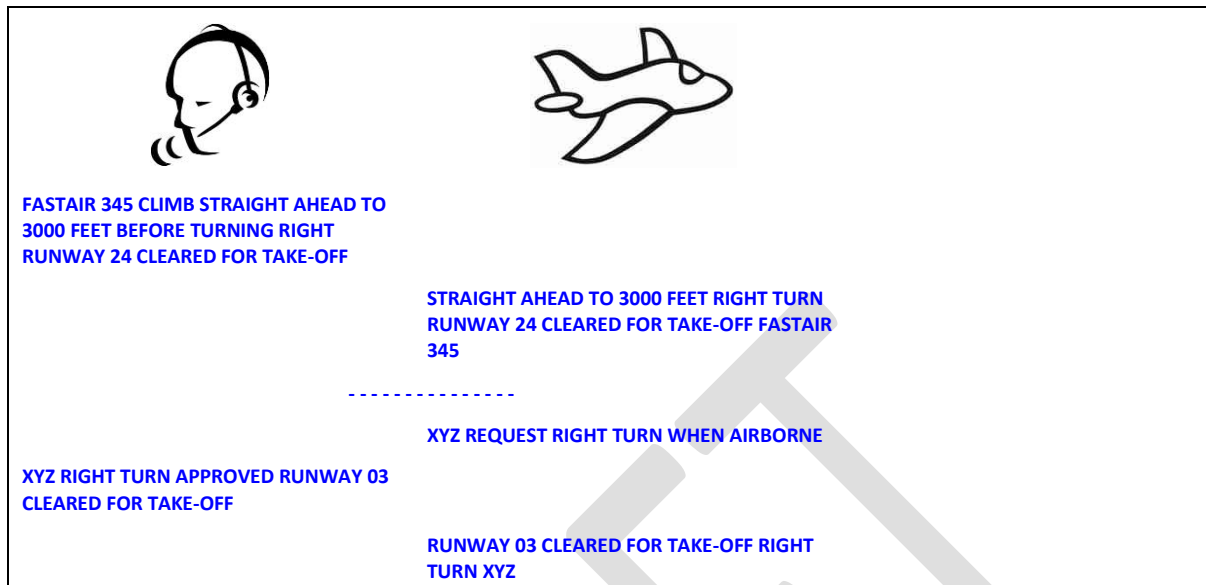
5.6.4 In poor visibility the controller may request the pilot to report when airborne.

Figure 5.6.4a



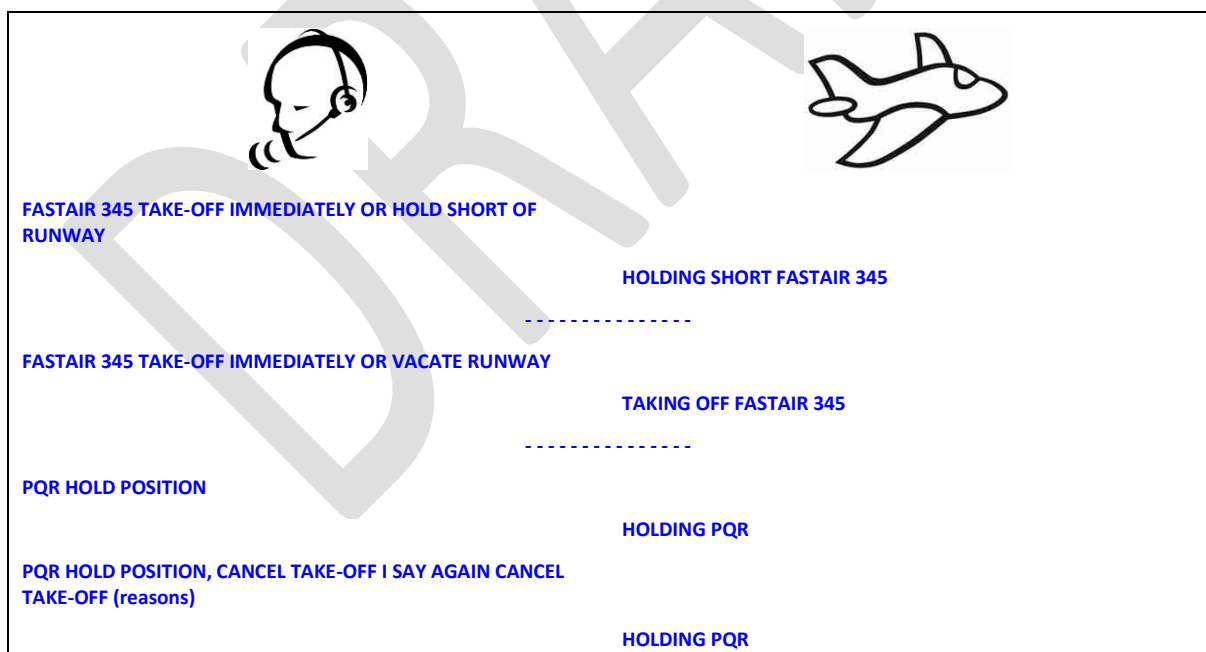
5.6.5 Local departure instructions may be given with the take-off clearance. Such instructions are normally given to ensure separation between aircraft operating in the vicinity of the aerodrome.

Figure 5.6.5a



5.6.6 Due to unexpected traffic developments or a departing aircraft taking longer to take off than anticipated it is occasionally necessary to rescind the take-off clearance or quickly free the runway for landing traffic. In this situation the pilot must acknowledge the instruction with call sign and intentions.

Figure 5.6.6a



5.6.7 When a perilous situation develops after an aircraft has commenced the take-off roll the pilot may be instructed to abandon the take-off. This instruction will only be used in extreme circumstances when an aircraft is in imminent danger. (The decision to abandon take-off remains with the pilot).

Figure 5.6.7a



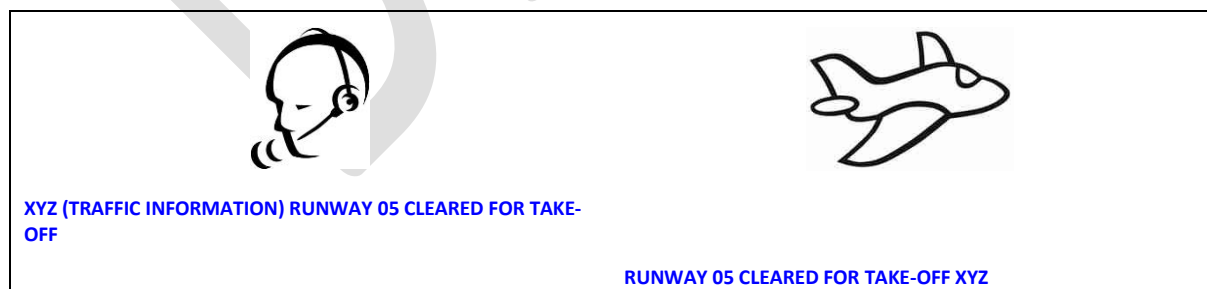
5.6.8 When a pilot abandons the take-off manoeuvre they should, as soon as practicable, inform the control tower they are doing so. Likewise, as soon as practicable, they should inform the control tower of the reasons for abandoning take-off, if applicable, and request further manoeuvring instructions.

Figure 5.6.8a



5.6.9 When reduced runway separation is being used, controllers will pass traffic information on the preceding aircraft.

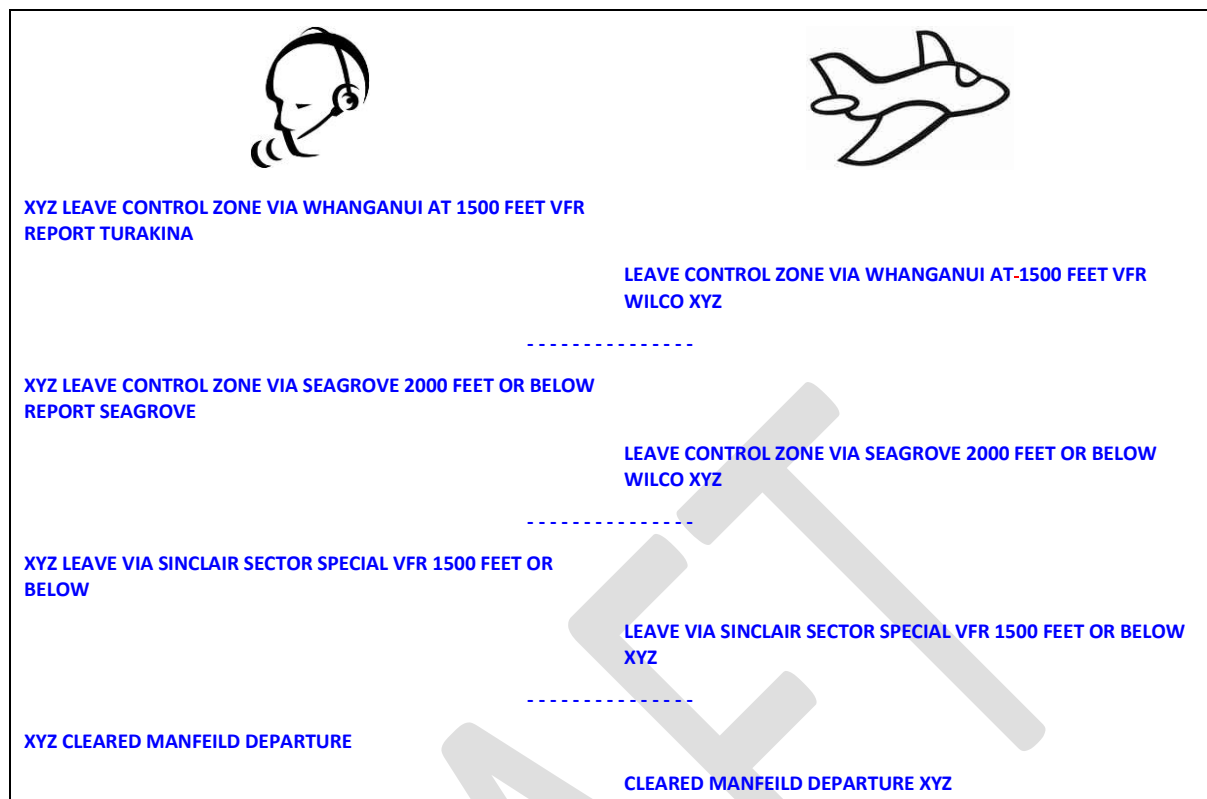
Figure 5.6.9a



5.7 VFR departures

5.7.1 Departure clearances may include a CTR Sector, a VFR departure procedure or plain language instructions. Aircraft must, on leaving the aerodrome traffic circuit, enter and remain within the lateral limits of any sector in the clearance, or follow the assigned route specified in the VFR departure procedure or the clearance. Altitude instructions are included in published VFR departure procedures.

Figure 5.7.1a



5.8 VFR arrivals

5.8.1 The initial call to aerodrome control requesting clearance to enter a CTR must be made in sufficient time to allow the controller to assess the VFR and IFR traffic situation and issue a clearance prior to the aircraft reaching the CTR boundary. Pilots must request a Special VFR clearance when conditions are below VFR minima, and approval to operate in the CTR should not be assumed.

5.8.2 Arrival clearances may include a CTR Sector, a VFR arrival procedure, plain language instructions, or circuit joining instructions. Aircraft must remain within the lateral limits of any sector in the clearance, or follow the cleared VFR arrival procedure or route otherwise specified in the clearance, and comply with circuit joining and reporting instructions. Altitude instructions are included in published VFR arrival procedures.

Figure 5.8.2a



5.9 Aerodrome traffic circuit

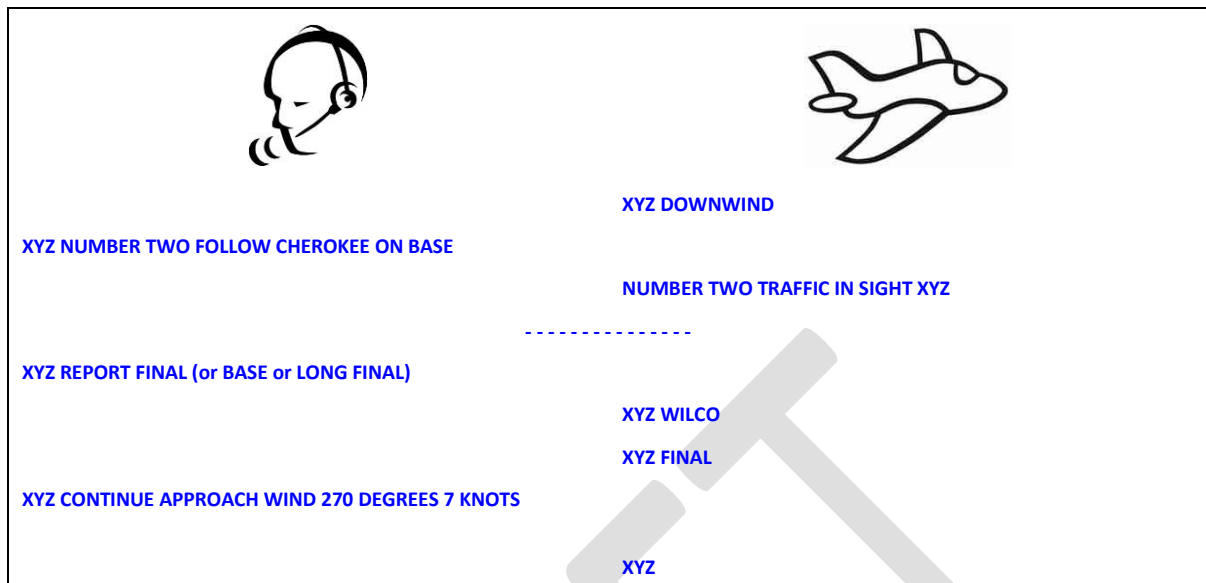
5.9.1 Circuit joining instructions will be issued early enough to allow a pilot to sight other aircraft and position in a safe and orderly manner into the circuit.

Figure 5.9.1a



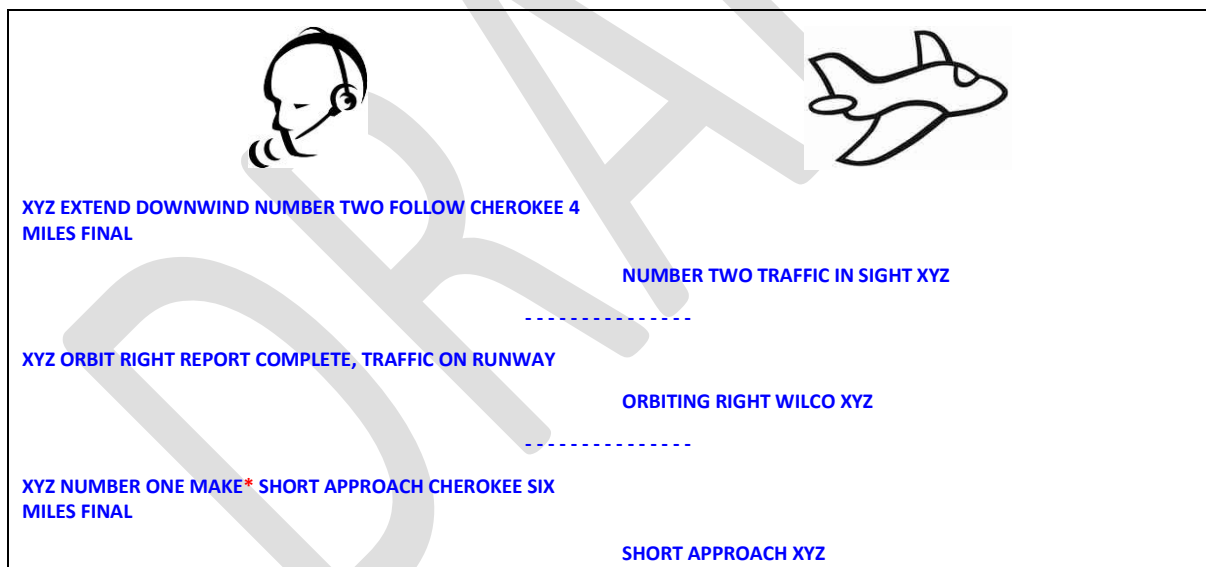
5.9.2 The pilot having joined the traffic circuit makes routine reports as required.

Figure 5.9.2a



5.9.3 It may be necessary in order to co-ordinate traffic in the circuit to issue delaying or expediting instructions.

Figure 5.9.3a



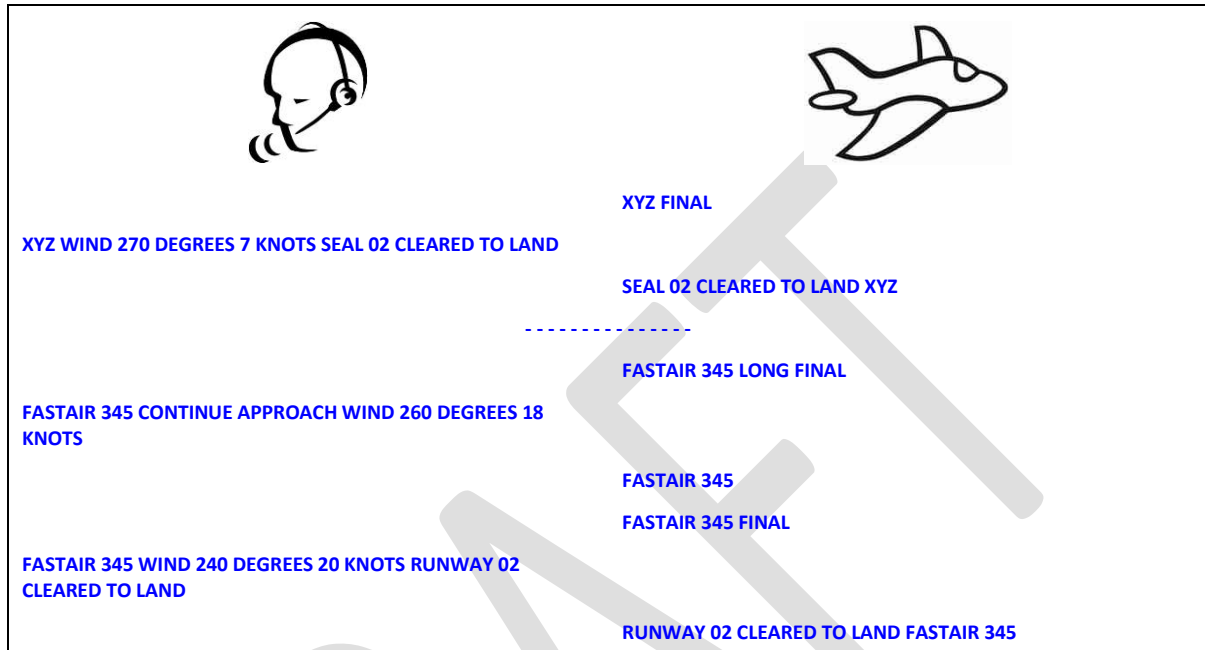
Note: A low time student pilot is likely unable to make a short approach. ATC might first need to query a pilot whether able to accept a short approach prior to issuing this instruction.

5.10 Final approach and landing

5.10.1 If requested a “final” report is made when an aircraft turns onto final approach. If the turn onto final is made at a distance greater than four miles from touchdown a “long final” report is made.

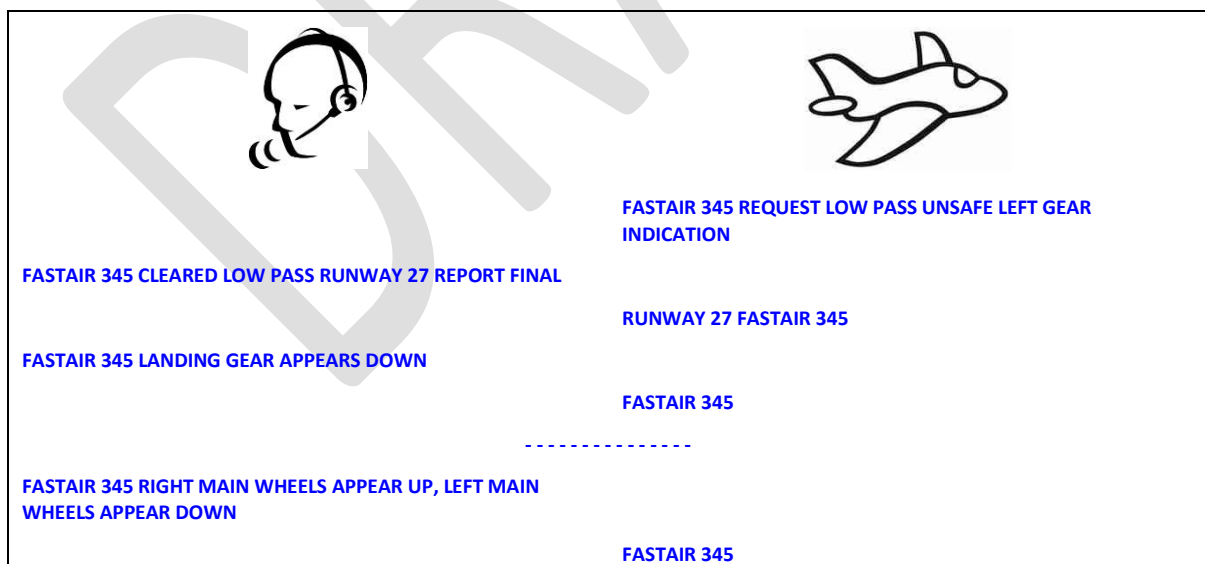
5.10.2 The landing clearance will include the runway designator.

Figure 5.10.2a



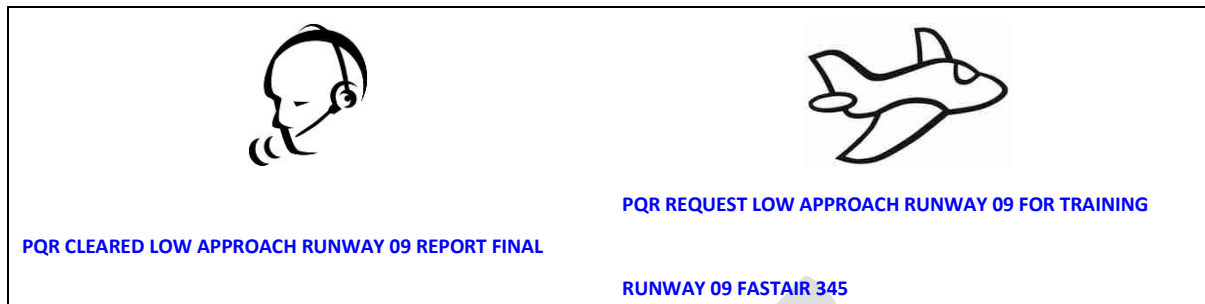
5.10.3 A pilot may request to fly past the control tower or other observation point for the purpose of visual inspection from the ground.

Figure 5.10.3a



5.10.4 For training purposes, a pilot may request permission to fly along the runway centre line without landing. However this is not approval for a stunt at low level and high speed.

Figure 5.10.4a



5.11 Simulated emergency and training manoeuvres

5.11.1 Simulated abandoned take-off:

- (a) “(RUNWAY or GRASS or SEAL as appropriate) (number) EXERCISE APPROVED [REPORT COMPLETE]”, **or**
- (b) “NOT AVAILABLE [reason]”.

Note: The controller should consider the possibility that the aircraft may inadvertently get airborne and apply judgement when approving abandoned take-offs.

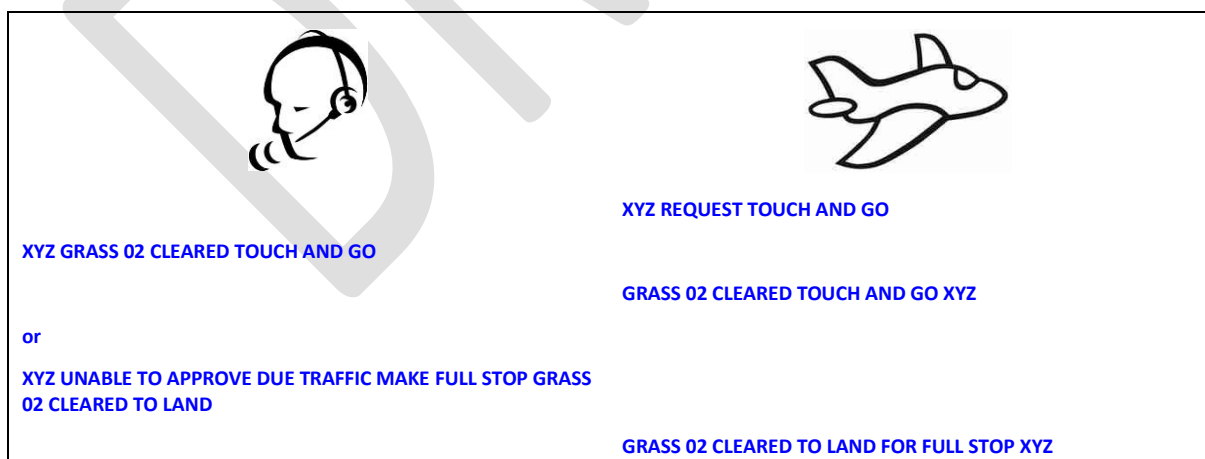
5.11.2 Simulated engine failure after take-off:

- (a) “EXERCISE APPROVED REPORT COMPLETE [take-off clearance]”, **or**
- (b) “NOT AVAILABLE [reason] [take-off clearance]”.

5.11.3 In order to save taxiing time when flying training in the traffic circuit pilots may request to carry out a “touch and go”, i.e. the aircraft lands, continues rolling and takes-off, without stopping.

5.11.4 The touch and go clearance will include the runway designator.

Figure 5.11.4a



5.11.5 When reduced runway separation is being used, controllers will pass traffic information on the preceding aircraft.

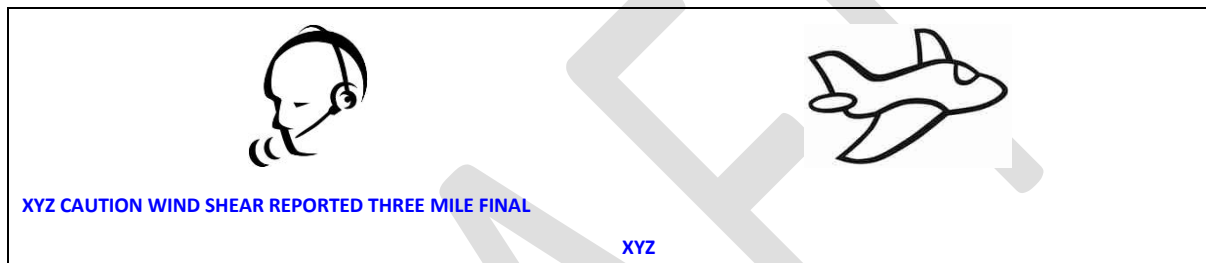
Figure 5.11.5a



5.12 Wind shear and wake turbulence

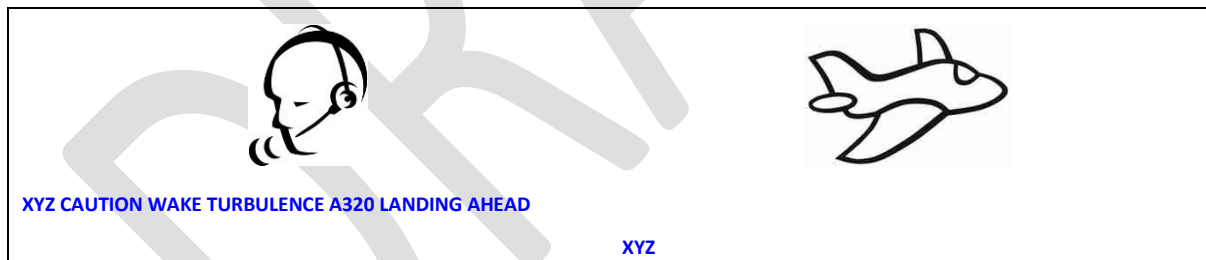
5.12.1 When wind shear is forecast or is reported by aircraft, ATC will warn other aircraft until such time as aircraft report the phenomenon no longer exists.

Figure 5.12.1a



5.12.2 When wake turbulence is suspected or known to exist ATC will warn aircraft as appropriate.

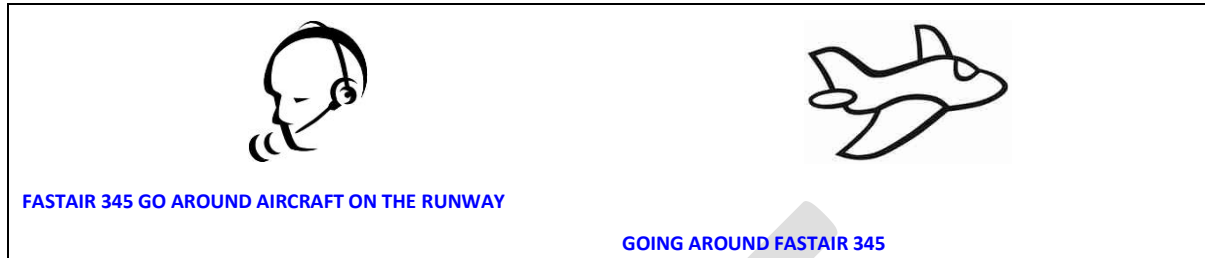
Figure 5.12.2a



5.13 Go around

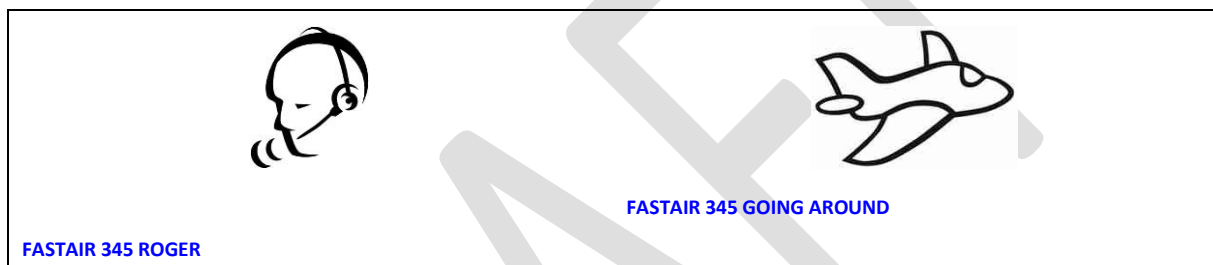
5.13.1 If the runway is not available for landing, or to ensure ATC separation, or to avert an unsafe situation, this instruction will be given. Any transmissions to aircraft should be brief and kept to a minimum.

Figure 5.13.1a



5.13.2 In the event that this procedure is initiated by the pilot, the phrase “going around” will be used.

Figure 5.13.2a

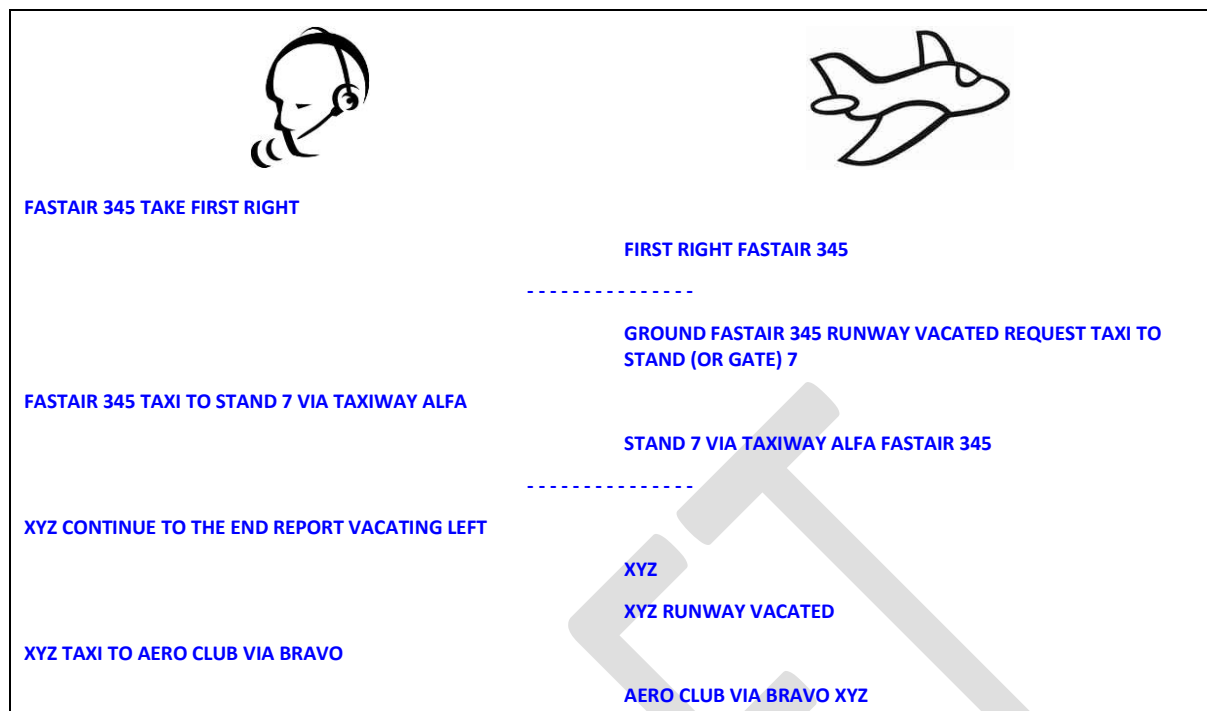


5.14 After landing

5.14.1 Except where normal operations for the aircraft type will necessitate a backtrack, arriving aircraft wishing to backtrack on the runway-in-use after landing should make that request to tower while on final approach. After landing, pilots must advise intended location on the aerodrome, and obtain a taxi clearance.

5.14.2 Remain on aerodrome control frequency until clear of the runway-in-use, then, unless otherwise instructed, contact surface movement control on the appropriate frequency for taxi instructions.

Figure 5.14.2a



5.15 Vehicles

5.15.1 Vehicle drivers operating or intending to operate on the manoeuvring area shall read back to the air traffic controller safety-related parts of instructions which are transmitted by voice, e.g. instructions to enter, hold short of, cross and operate on any operational runway or taxiway.

5.15.2 The controller shall listen to the read-back to ascertain that the instruction has been correctly acknowledged by the vehicle driver and shall take immediate action to correct any discrepancies revealed by the read-back.

6. GENERAL SURVEILLANCE PHRASEOLOGY

6.1 Introduction

6.1.1 This section contains general surveillance phraseology which is commonly used in communications between aircraft and all types of radar units.

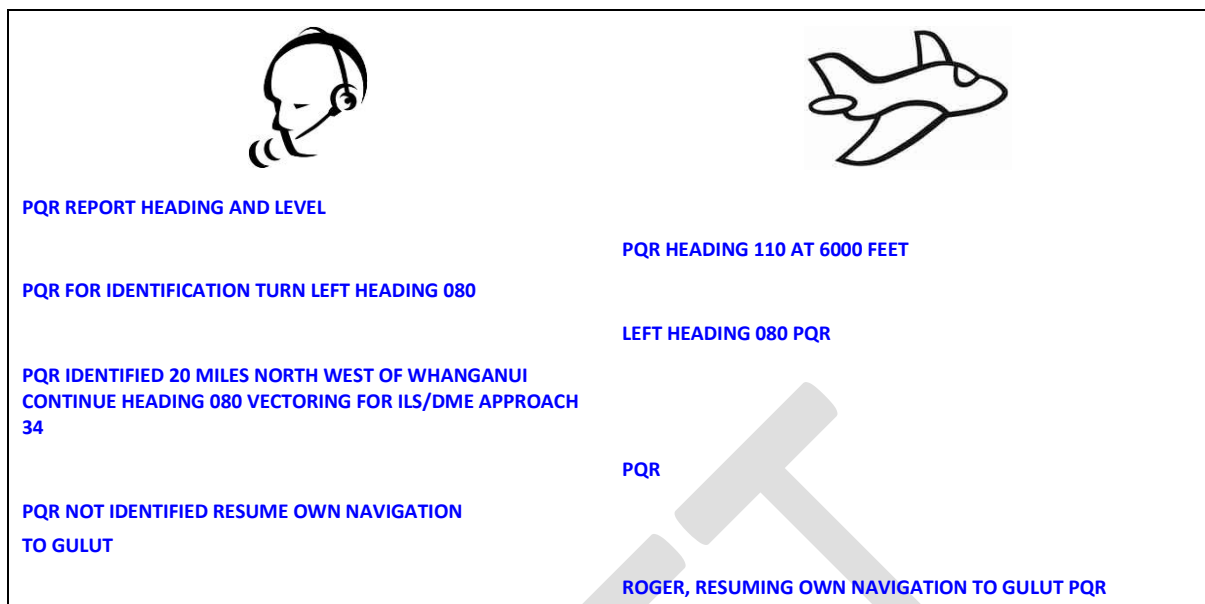
6.1.2 Normally the call sign suffix used by the radar unit is sufficient to indicate its function.

6.1.3 In an ATS surveillance service environment heading information given by the pilot and heading instructions given by controllers are in degrees magnetic.

6.2 Surveillance identification

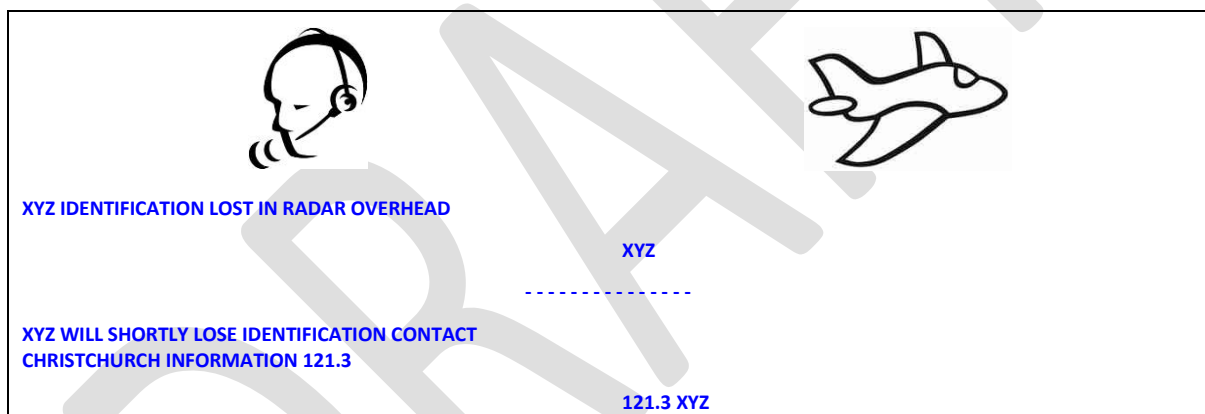
6.2.1 Occasionally aircraft will be required to make a turn for identification purposes.

Figure 6.2.1a



6.2.2 The pilot should be warned if identification is lost, or about to be lost.

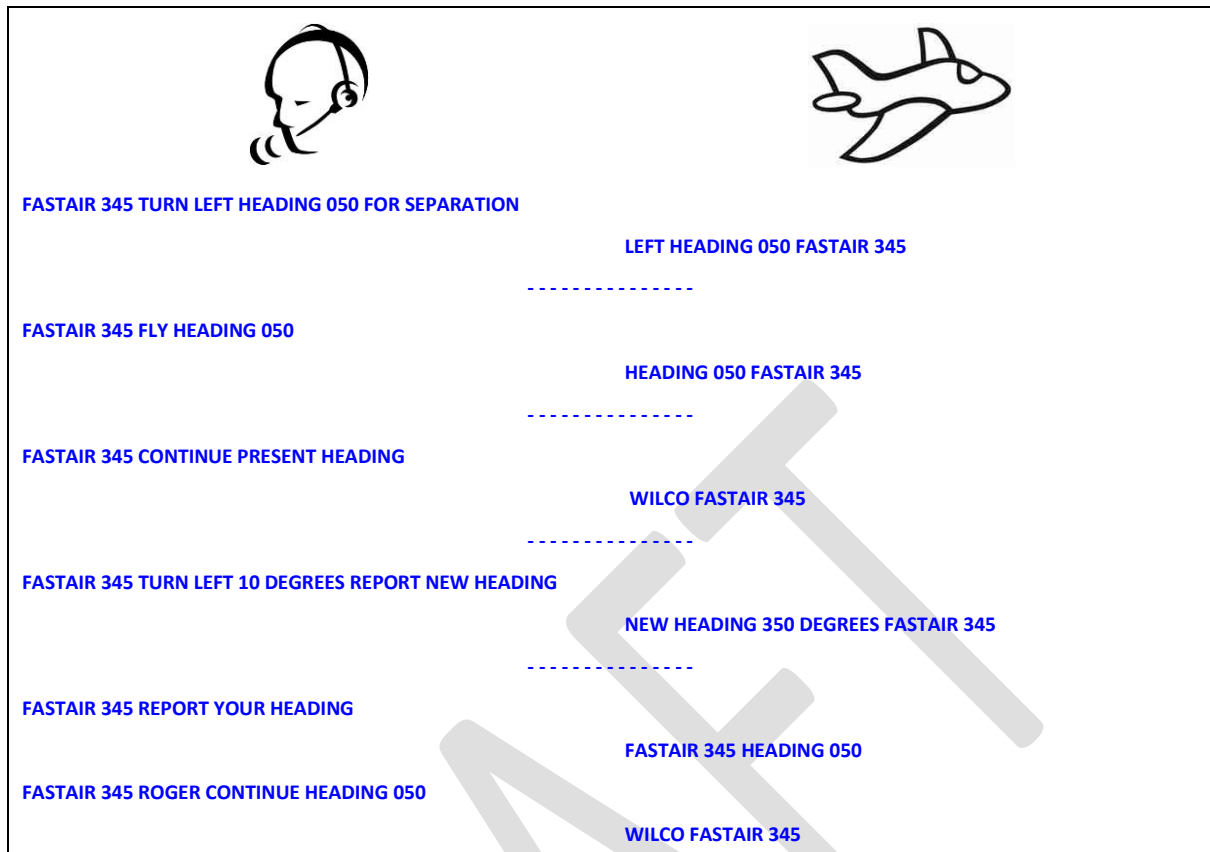
Figure 6.2.2a



6.3 Surveillance vectoring

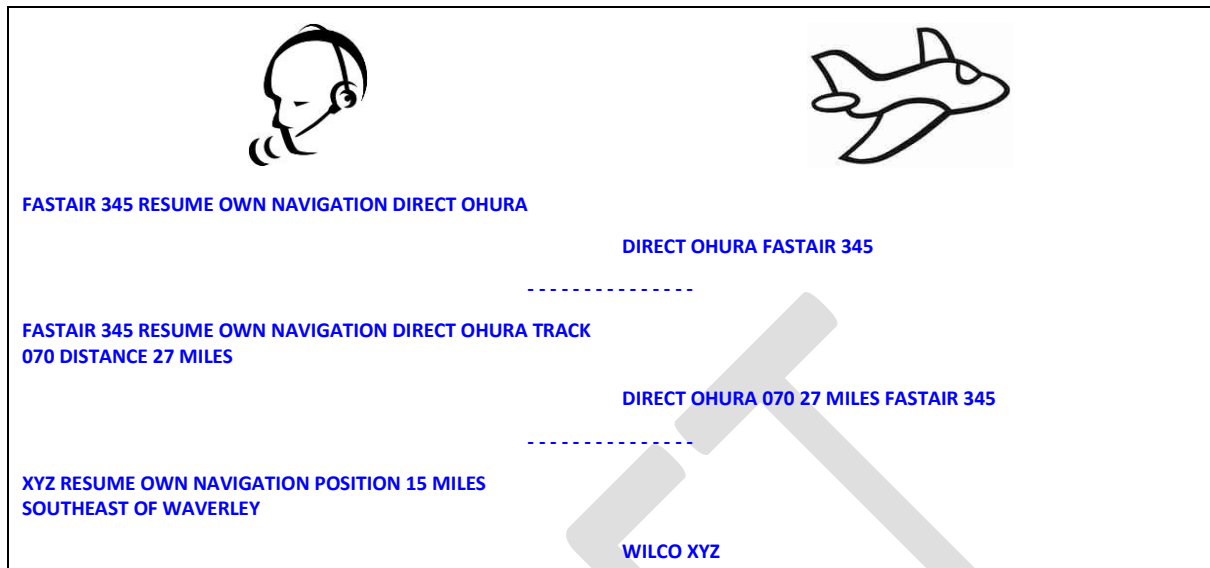
6.3.1 Aircraft may be given specific vectors to fly in order to establish lateral separation. Unless it is self-evident, pilots should be informed of the reason why vectors are necessary.

Figure 6.3.1a



6.3.2 When vectoring is completed, pilots will be instructed to resume their own navigation and given position information and appropriate instructions as necessary.

Figure 6.3.2a



6.3.3 Occasionally an aircraft may be instructed to make a complete turn through 360 degrees for delaying purposes or to achieve a required spacing behind preceding traffic.

Figure 6.3.3a



6.4 Traffic information and avoiding action

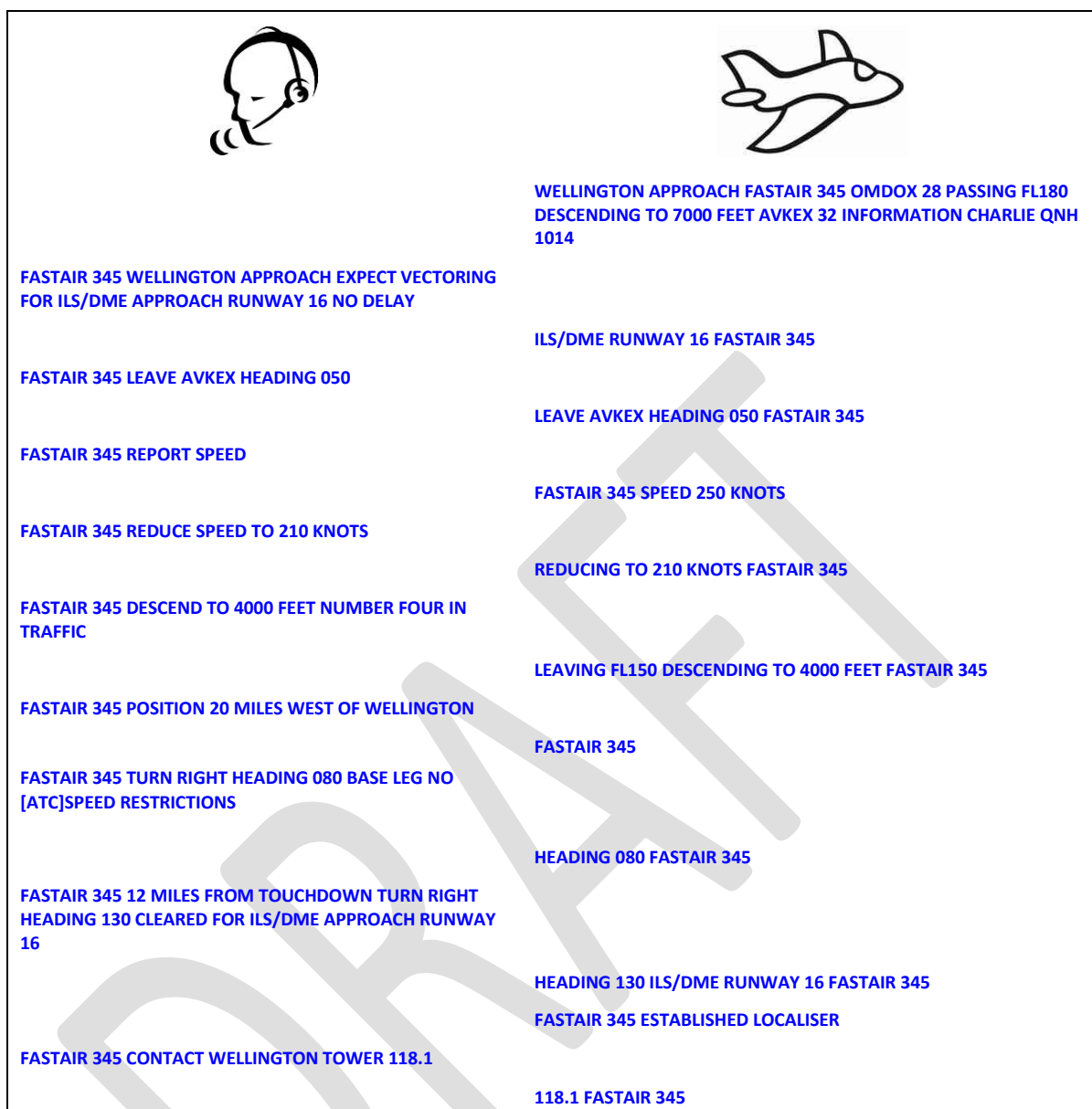
Figure 6.4a



6.5 Vectors to final approach

6.5.1 Vectors are given to arriving flights to position them onto a pilot-interpreted final approach aid, or to a point from which a radar-assisted approach can be made. In the following example an identified aircraft is given vectors to the ILS/DME approach.

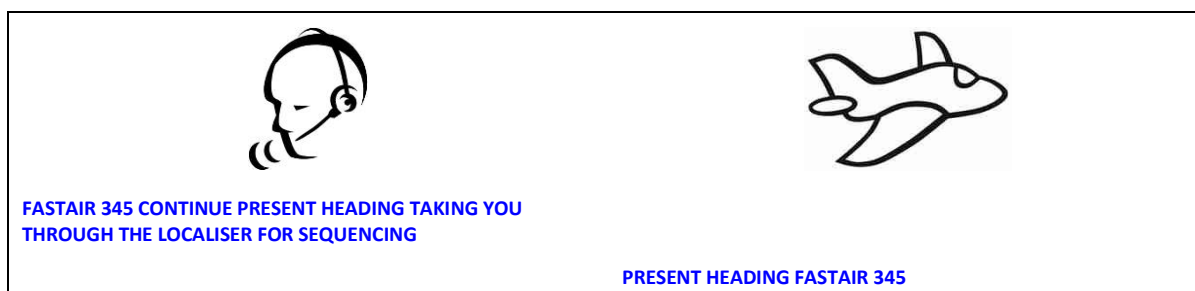
Figure 6.5.1a



Note: The surveillance controller should advise the aircraft of its position at least once prior to turning onto final approach.

6.5.2 Pilots will be advised when a controller intends to vector an aircraft through the final approach track and of the reason for the track extension.


Figure 6.5.2a



6.6 Surveillance assistance to aircraft with radio communications failure

6.6.1 When a controller suspects that an aircraft is able to receive but not transmit messages, the ATS surveillance system may be used to confirm that the pilot has received instructions.

Figure 6.6.1a



XYZ REPLY NOT RECEIVED IF YOU READ TURN LEFT HEADING 040
XYZ TURN OBSERVED POSITION FIVE MILES SOUTH OF NELSON
VOR WILL CONTINUE TO PASS INSTRUCTIONS

... if loss of communications suspected FASTAIR 345 REPLY NOT
RECEIVED IF YOU READ [manoeuvre instructions or SQUAWK
(code or SQUAWK IDENT

FASTAIR 345 SQUAWK (manoeuvre, SQUAWK or IDENT)
OBSERVED. POSITION (position of aircraft). [(instructions)]

DRAFT

6.7 Secondary surveillance radar

6.7.1 The following phrases together with their meanings are instructions which may be given by controllers to pilots regarding the operation of SSR transponders.

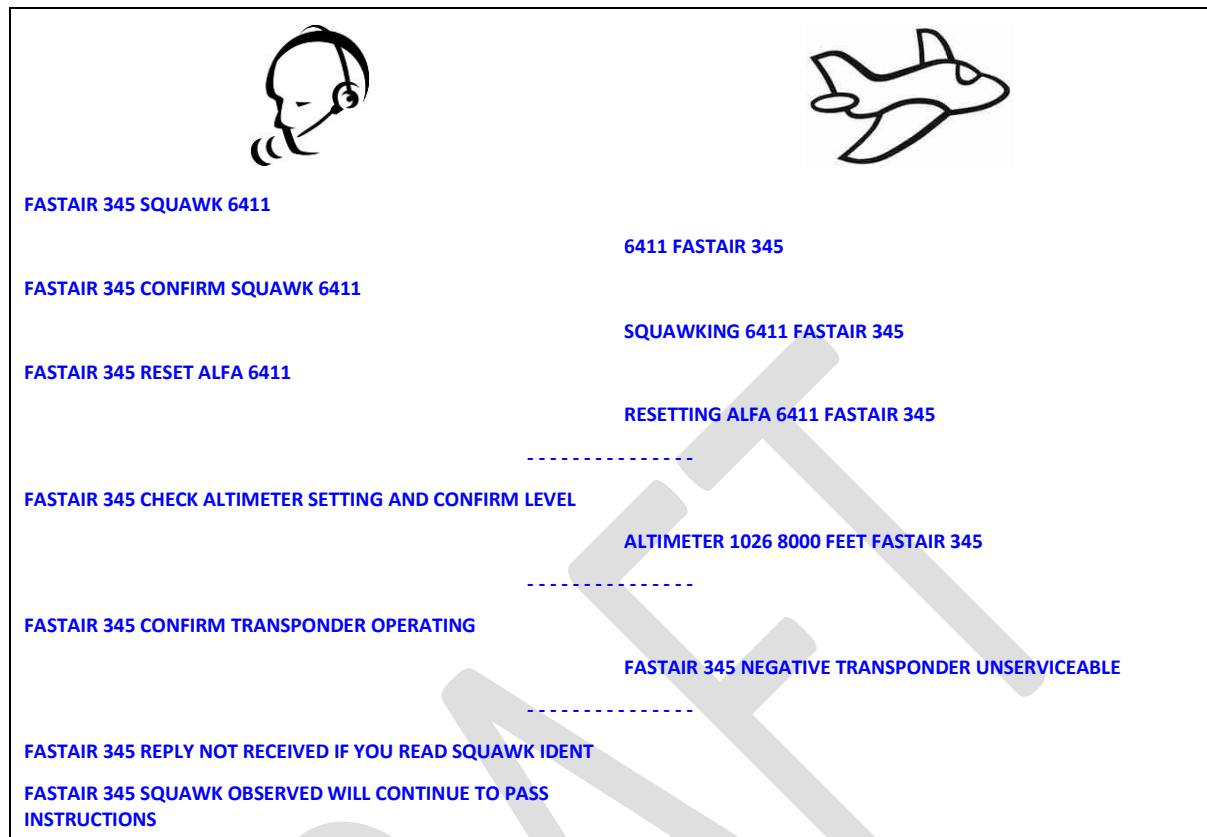
Figure 6.7.1a

Phrase	Meaning
SQUAWK <i>(code)</i>	Set code as instructed
CONFIRM SQUAWK <i>(code)</i>	Confirm the code set on the transponder
RESET SQUAWK <i>(mode) (code)</i>	Reselect assigned mode and/or code
SQUAWK <i>(code and)</i> IDENT	Operate the 'ident' feature
SQUAWK NORMAL	Return to normal transponder operation
STOP SQUAWK	Terminate transponder operation
SQUAWK MAYDAY	Operate on code 7700
SQUAWK STANDBY	Suspend transponder operation <i>(Select the standby feature)</i>
SQUAWK CHARLIE	Select pressure altitude transmission feature
CHECK ALTIMETER SETTING AND CONFIRM <i>(level)</i>	Check altimeter pressure setting and confirm present level <i>(to nearest 100ft)</i>
STOP SQUAWK CHARLIE WRONG INDICATION	Deselect pressure altitude feature because of faulty operation
CONFIRM ¹ <i>(level)</i>	Check and confirm present level (to nearest 100ft)

¹ Used to verify the accuracy of the Mode C derived level information displayed to the controller.

6.7.2 The pilot reply to SSR instructions is usually either an acknowledgement or read back.

Figure 6.7.2a



6.7.3 Secondary surveillance radar (SSR) and ADS-B phraseologies

6.7.3.1 To request the capability of the SSR equipment:

- (a) ADVISE TRANSPONDER CAPABILITY
- (b) TRANSPONDER *(as shown in the flight plan)*²
- (c) NEGATIVE TRANSPONDER

6.7.3.2 To request the capability of the ADS-B equipment:

- (a) ADVISE ADS-B CAPABILITY
- (b) ADS-B TRANSMITTER *(data link)*²
- (c) ADS-B RECEIVER *(data link)*²
- (d) NEGATIVE ADS-B².

6.7.3.3 To instruct setting of the transponder:

- (a) FOR DEPARTURE SQUAWK *(code)*
- (b) SQUAWK *(code)*.

² Denotes pilot transmission

6.7.3.4 To request the pilot to reselect the assigned mode and code:

- (a) RESET SQUAWK [(mode)] (code)
- (b) RESETTNG (mode) (code)².

6.7.3.5 To request reselection of the aircraft identification:

RE-ENTER FLIGHT IDENTIFICATION.

6.7.3.6 To request the pilot to confirm the code selected on the aircraft's transponder:

- (a) CONFIRM SQUAWK (code);
- (b) SQUAWKING (code)².

6.7.3.7 To request the operation of the Mode S or ADS-B ident feature:

- (a) SQUAWK [(code)] [AND] IDENT
- (b) SQUAWK LOW
- (c) SQUAWK NORMAL

6.7.3.8 To request the temporary suspension of transponder operation:

SQUAWK STANDBY.

6.7.3.9 To request emergency code:

SQUAWK MAYDAY [CODE SEVEN-SEVEN-ZERO-ZERO].

6.7.3.10 To request aircraft switching to other transponder or termination of ADS-B transmitter operation:

Note: In many cases the ADS-B transmitter cannot be operated independently of the SSR transponder and switching off the ADS-B transmission would also switch off the SSR transponder operation.

- (a) SWITCH TO OTHER TRANSPONDER

6.7.3.11 To request transmission of pressure-altitude:

- (a) SQUAWK CHARLIE

6.7.3.12 To request setting check and confirmation of level:

CHECK ALTIMETER SETTING AND CONFIRM (level).

6.7.3.13 To request termination of pressure-altitude transmission because of faulty operation:

Note: See Note to paragraph 6.7.3.10

- (a) STOP SQUAWK CHARLIE WRONG INDICATION

6.7.3.14 To request level check

CONFIRM (level).

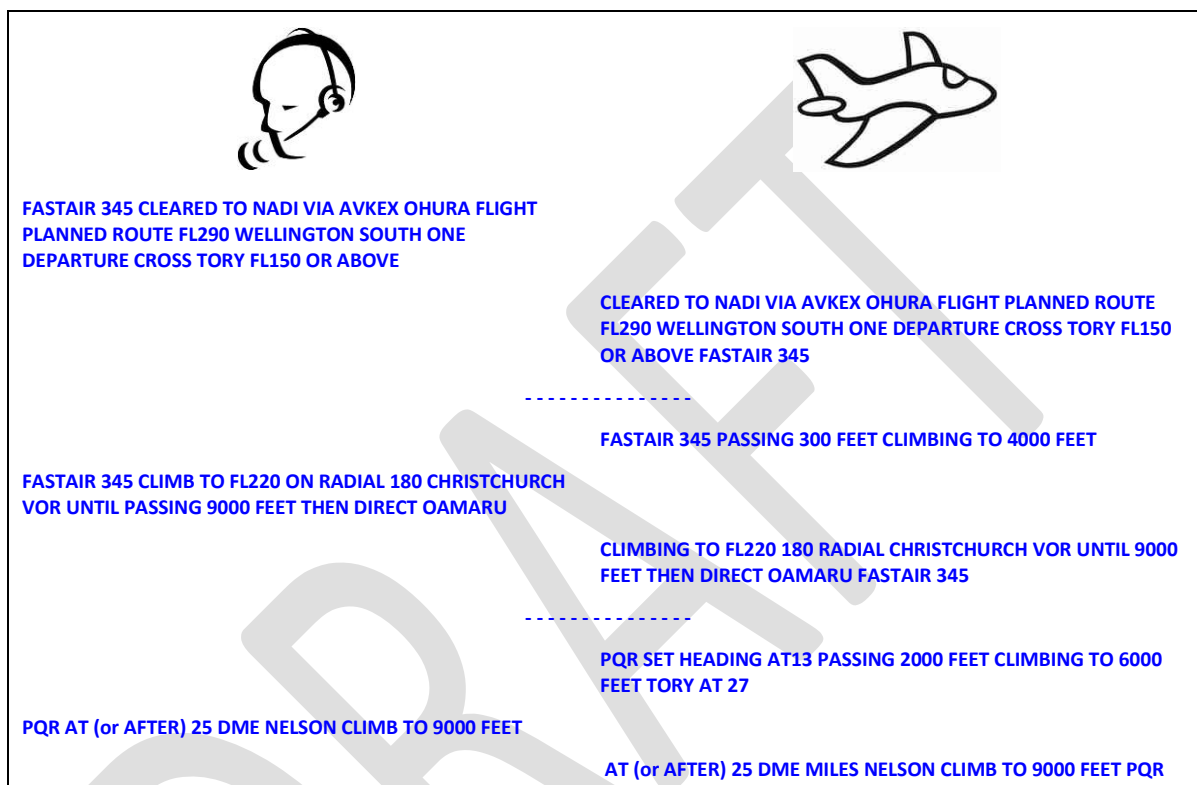
7. APPROACH CONTROL

7.1 IFR departures

7.1.1 At many airports both arrivals and departures are handled by a single controller on a single frequency. At busier airports arrivals and departures may be handled by separate controllers on separate frequencies.

7.1.2 In addition to the ATC route clearance, instructions for separation purposes may be issued prior to or after take-off.

Figure 7.1.2a



7.1.3 Clearances on a standard instrument departure (SID)

7.1.3.1 Clearances to aircraft on a SID with published level and/or speed restrictions must indicate if such restrictions are to be followed or are cancelled.

Note: Level and/or speed restrictions for air traffic management are published in SID procedures along with level and/or speed constraints inherent in the design of SID procedures. Controllers may amend or cancel only published ATC level and/or speed restrictions.

7.1.3.2 The phraseologies below have the following meaning.

(a) CLIMB VIA SID TO (level):

- (1) climb to the cleared level and comply with published level restrictions
- (2) follow the lateral profile of the SID
- (3) comply with published speed restrictions or ATC-issued speed control instructions as applicable.

(b) CLIMB VIA SID TO (level), CANCEL LEVEL RESTRICTION(S):

- (1) climb to the cleared level, published level restrictions are cancelled
- (2) follow the lateral profile of the SID
- (3) comply with published speed restrictions or ATC-issued speed control instructions as applicable.

(c) CLIMB VIA SID TO (level), CANCEL LEVEL RESTRICTION(S) AT (point(s)):

- (1) climb to the cleared level, published level restriction(s) at the specified point(s) are cancelled
- (2) follow the lateral profile of the SID
- (3) comply with published speed restrictions or ATC-issued speed control instructions as applicable.

(d) CLIMB VIA SID TO (level), CANCEL SPEED RESTRICTION(S):

- (1) climb to the cleared level and comply with published level restrictions
- (2) follow the lateral profile of the SID
- (3) published speed restrictions and ATC-issued speed control instructions are cancelled.

(e) CLIMB VIA SID TO (level), CANCEL SPEED RESTRICTION(S) AT (point(s)):

- (1) climb to the cleared level and comply with published level restrictions
- (2) follow the lateral profile of the SID
- (3) published speed restrictions are cancelled at the specified point(s).

(f) CLIMB UNRESTRICTED TO (level) or CLIMB TO (level), CANCEL LEVEL AND SPEED RESTRICTION(S):

- (1) climb to the cleared level, published level restrictions are cancelled
- (2) follow the lateral profile of the SID
- (3) published speed restrictions and ATC-issued speed control instructions are cancelled.

7.1.3.3 When a departing aircraft is cleared to proceed direct to a published waypoint on the SID, the speed and level restrictions associated with the bypassed waypoints are cancelled. All remaining published speed and level restrictions remain applicable:

CLEARED DIRECT (*waypoint*), CLIMB VIA SID TO (*level*)

7.1.3.4 When a departing aircraft is vectored or cleared to proceed direct to a waypoint not on the SID and advance notification to expect future instruction to re-join the SID is issued, the speed and level restrictions associated with the bypassed waypoints are cancelled. All remaining published speed and level restriction remain applicable:

- (a) TURN RIGHT (or LEFT) HEADING (*three digits*) DUE (*reason*), CLIMB TO (*level*), EXPECT TO REJOIN SID [(SID designator)] [AT (*waypoint*)]
then
REJOIN SID [(SID designator)] [AT (*waypoint*)], CLIMB VIA SID TO (*level*)
- (b) CLEARED DIRECT (*waypoint*), CLIMB TO (*level*), EXPECT TO REJOIN SID [(SID designator)] [AT (*waypoint*)]
then
REJOIN SID [(SID designator)] [AT (*waypoint*)], CLIMB VIA SID TO (*level*)

Note 1: Reiteration of SID designator is optional.

Note 2: The pilot will retain the SID in the FMS for future re-join instructions.

7.1.3.5 When a departing aircraft is vectored or cleared to proceed direct to a waypoint not on the SID and no advance notification to expect future instruction to re-join the SID is issued, all published speed and level restrictions associated with the SID are cancelled.

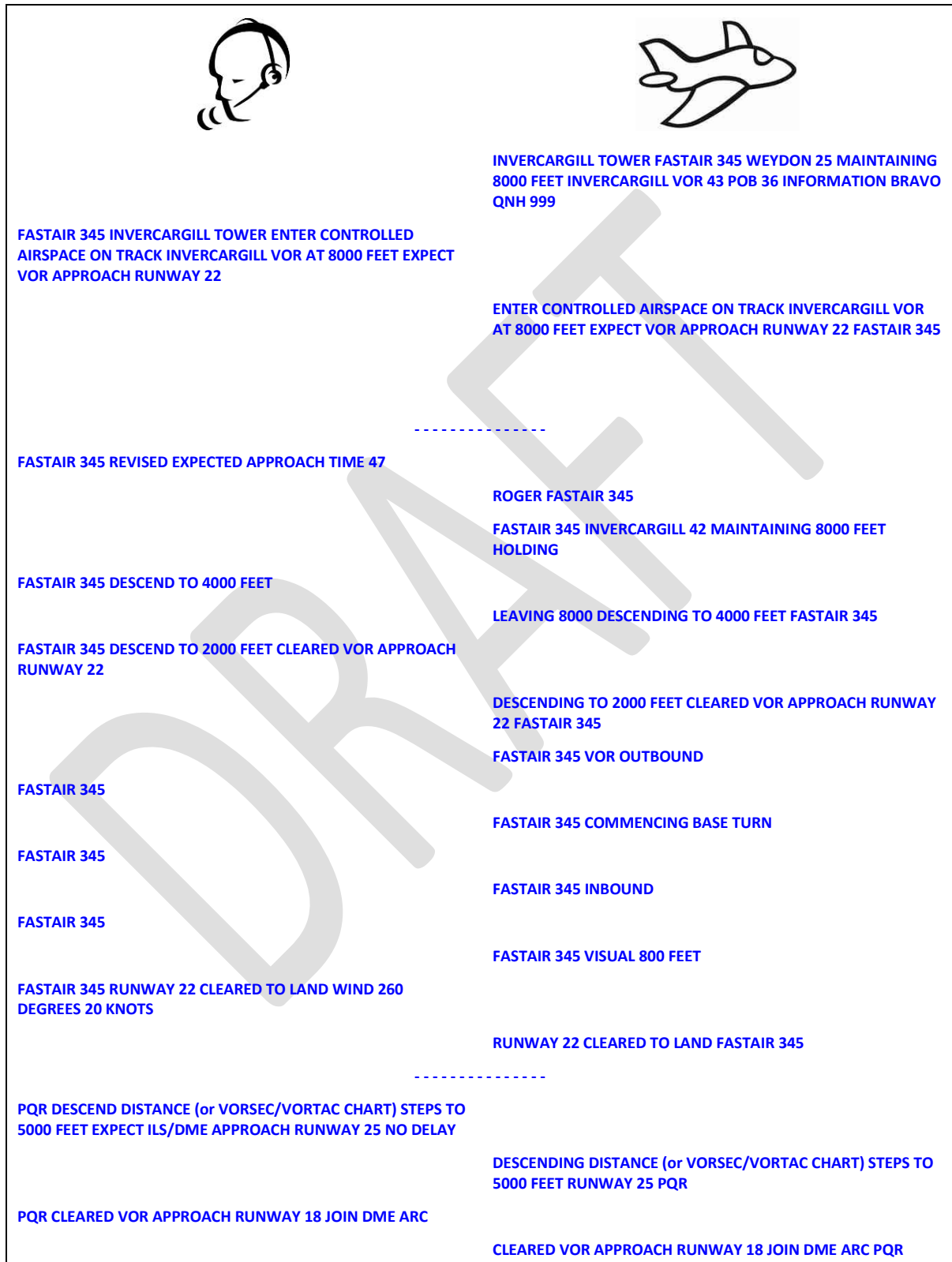
- (a) TURN RIGHT (or LEFT) HEADING (*three digits*) DUE (*reason*), CLIMB TO (*level*)
then
REJOIN SID (SID designator) AT (*waypoint*)], CLIMB VIA SID TO (*level*)
- (b) CLEARED DIRECT (*waypoint*), CLIMB TO (*level*)
then
REJOIN SID (SID designator) AT (*waypoint*)], CLIMB VIA SID TO (*level*).

Note: The pilot may not retain the SID in the FMS for future rejoin instructions.

7.2 IFR arrivals

7.2.1 Approach control will normally advise on initial contact the type of approach to be expected.

Figure 7.2.1a



7.2.2 Clearances on a standard instrument arrival (STAR)

7.2.2.1 Clearances to aircraft on a STAR with published level and/or speed restrictions must indicate if such restrictions are to be followed or are cancelled.

Note: Level and/or speed restrictions for air traffic management are published in STAR procedures along with level and/or speed constraints inherent in the design of STAR procedures. Controllers may amend or cancel only published ATC level and/or speed restrictions.

7.2.2.2 The phraseologies below have the following meaning.

(a) DESCEND VIA STAR TO *(level)*:

- (1) descend to the cleared level and comply with published level restrictions
- (2) follow the lateral profile of the STAR
- (3) comply with published speed restrictions or ATC-issued speed control instructions as applicable.

(b) DESCEND VIA STAR TO *(level)*, CANCEL LEVEL RESTRICTION(S):

- (1) descend to the cleared level, published level restrictions are cancelled
- (2) follow the lateral profile of the STAR
- (3) comply with published speed restrictions or ATC-issued speed control instructions as applicable.

(c) DESCEND VIA STAR TO *(level)*, CANCEL LEVEL RESTRICTION(S) AT *(point(s))*:

- (1) descend to the cleared level, published level restriction(s) at the specified point(s) are cancelled
- (2) follow the lateral profile of the STAR
- (3) comply with published speed restrictions or ATC-issued speed control instructions as applicable.

(d) DESCEND VIA STAR TO *(level)*, CANCEL SPEED RESTRICTION(S):

- (1) descend to the cleared level and comply with published level restrictions
- (2) follow the lateral profile of the STAR
- (3) published speed restrictions and ATC-issued speed control instructions are cancelled.

(e) DESCEND VIA STAR TO *(level)*, CANCEL SPEED RESTRICTION(S) AT *(point(s))*:

- (1) descend to the cleared level and comply with published level restrictions
- (2) follow the lateral profile of the STAR
- (3) published speed restrictions are cancelled at the specified point(s).

(f) DESCEND UNRESTRICTED TO *(level)* or DESCEND TO *(level)*, CANCEL LEVEL AND SPEED RESTRICTION(S):

- (1) descend to the cleared level, published level restrictions are cancelled
- (2) follow the lateral profile of the STAR
- (3) published speed restrictions and ATC-issued speed control instructions are cancelled.

7.2.2.3 When an arriving aircraft is cleared to proceed direct to a published waypoint on the STAR, the speed and level restrictions associated with the bypassed waypoints are cancelled. All remaining published speed and level restrictions remain applicable:

CLEARED DIRECT (*waypoint*), DESCEND VIA STAR TO (*level*)

7.2.2.4 When an arriving aircraft is vectored or cleared to proceed direct to a waypoint not on the STAR and advance notification to expect future instruction to re-join the STAR is issued, all published speed and level restrictions associated with the bypassed waypoints are cancelled. All remaining published speed and level restrictions remain applicable.

- (a) TURN RIGHT (*or LEFT*) HEADING (*three digits*) DUE (*reason*), DESCEND TO (*level*), EXPECT TO REJOIN STAR [(*STAR designator*)] AT (*waypoint*)
then
REJOIN STAR [(*STAR designator*)] [AT (*waypoint*)], DESCEND VIA STAR TO (*level*)
- (b) CLEARED DIRECT (*waypoint*), CLIMB TO (*level*), EXPECT TO REJOIN STAR [(*STAR designator*)] [AT (*waypoint*)]
then
REJOIN STAR [(*STAR designator*)] [AT (*waypoint*)], DESCEND VIA STAR TO (*level*)

Note 1: Reiteration of STAR designator is optional.

Note 2: The pilot will retain the STAR in the FMS for future re-join instructions.

7.2.2.5 When an arriving aircraft is vectored or cleared to proceed direct to a waypoint not on the STAR and no advance notification to expect future instruction to re-join the STAR is issued, all published speed and level restrictions associated with the STAR are cancelled.

- (a) TURN RIGHT (*or LEFT*) HEADING (*three digits*) DUE (*reason*), DESCEND TO (*level*)
then
REJOIN STAR (*STAR designator*) AT (*waypoint*)], DESCEND VIA STAR TO (*level*)
- (b) CLEARED DIRECT (*waypoint*), DESCEND TO (*level*)
then
REJOIN STAR (*STAR designator*) AT (*waypoint*)], DESCEND VIA STAR TO (*level*).

Note: The pilot may not retain the STAR in the FMS for future re-join instructions.

7.2.3 On occasions IFR aircraft do not complete the instrument approach procedure but request permission to make a visual approach. When the specific requirements for a visual approach have been met the pilot may make the request using the phrase “request visual approach”. Air traffic control will grant the request when traffic permits. When cleared by ATC for a visual approach further descent is unrestricted, except when a specific restriction is included with the clearance for a visual approach or a specific restriction is included in a subsequent clearance.

Figure 7.2.3a



7.2.4 Details of joining and holding procedures are contained in AIP New Zealand ENR 1.5 section 3. If there is more than one holding pattern over the significant point or NAVAID, the pattern must be identified by specifying either the runway or the instrument approach procedure identifier, or, for en route holding patterns, the term *ENROUTE*, for example:

- "HOLD AT GISBORNE. ENTER THE RUNWAY 32 HOLDING PATTERN..."
- "HOLD AT ROTORUA. ENTER THE VOR DME ALFA HOLDING PATTERN..."
- "HOLD AT WOODBOURNE. ENTER THE ENROUTE HOLDING PATTERN..."

Figure 7.2.4a



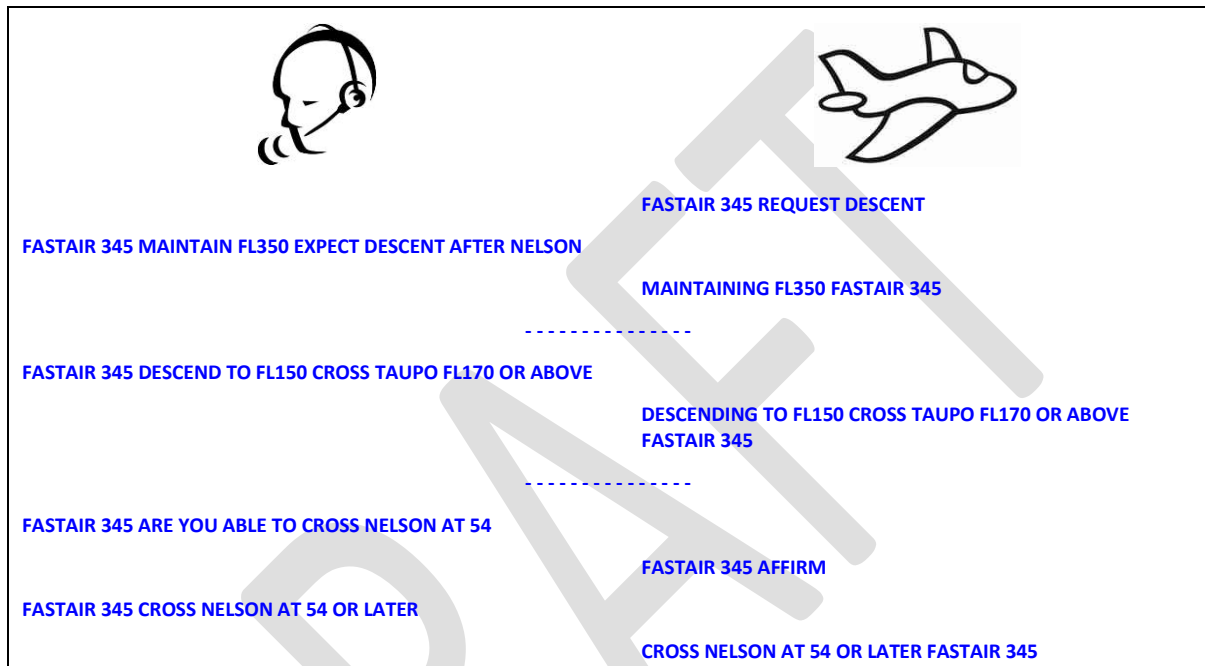
8. AREA CONTROL

8.1 General

8.1.1 Much of the phraseology used in area control is of a general nature. However, many instructions used in area control (particularly where radar is not available) are related to specific conditions in order to maintain aircraft separation.

8.1.2 The following examples provide a cross-section of phraseology used in area control. They may be varied, or added to, by combining their component parts according to the requirements of the prevailing traffic situation.

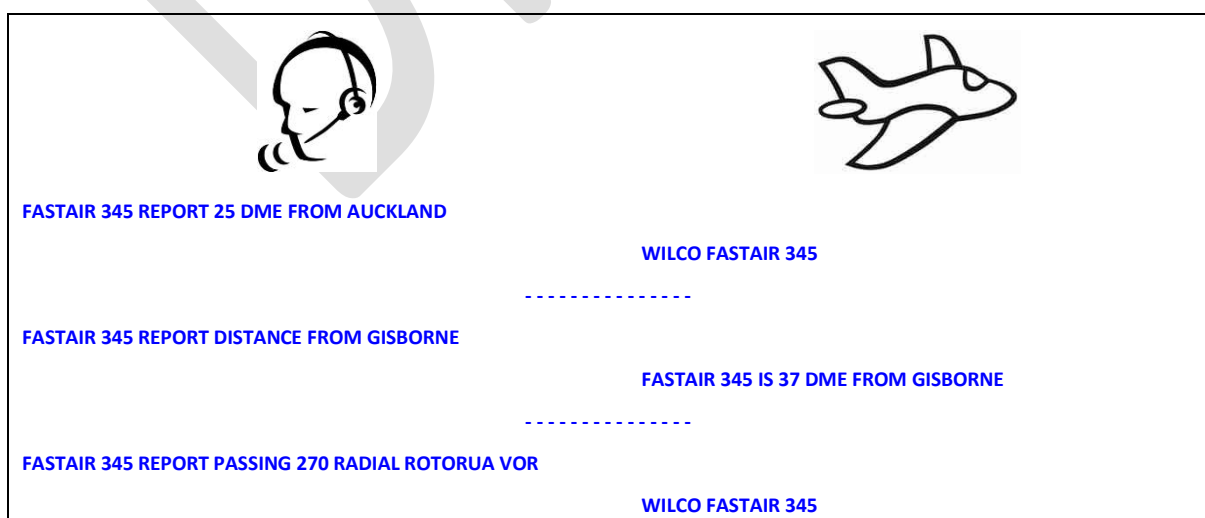
Figure 8.1.2a



8.2 Position information

8.2.1 In order to assist in establishing separation, pilots may be instructed to provide additional position report information as well as routing reports.

Figure 8.2.1a



8.3 Level information

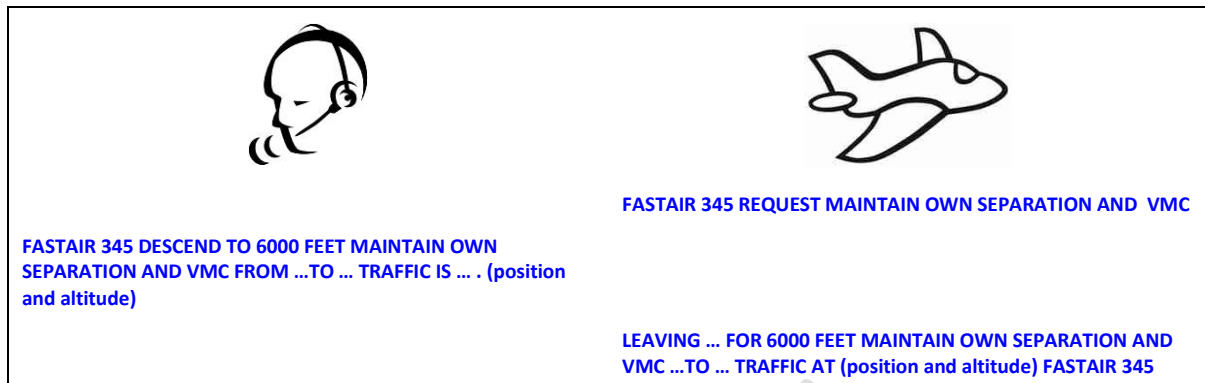
8.3.1 Level information consists of climb and descent clearances or instructions and reports of leaving, reaching and passing levels (as detailed in paragraph 4.1.6 of this AC). Unless advice is received to the contrary, the aircraft is expected to vacate the level as soon as practicable. Under exceptional circumstances, if instant descent is required the word “immediately” is used.

Figure 8.3.1a



8.3.2 An aircraft may request a clearance to climb or descend maintaining own separation while in VMC (available in class D airspace only). The clearance will include information on essential traffic.

Figure 8.3.2a



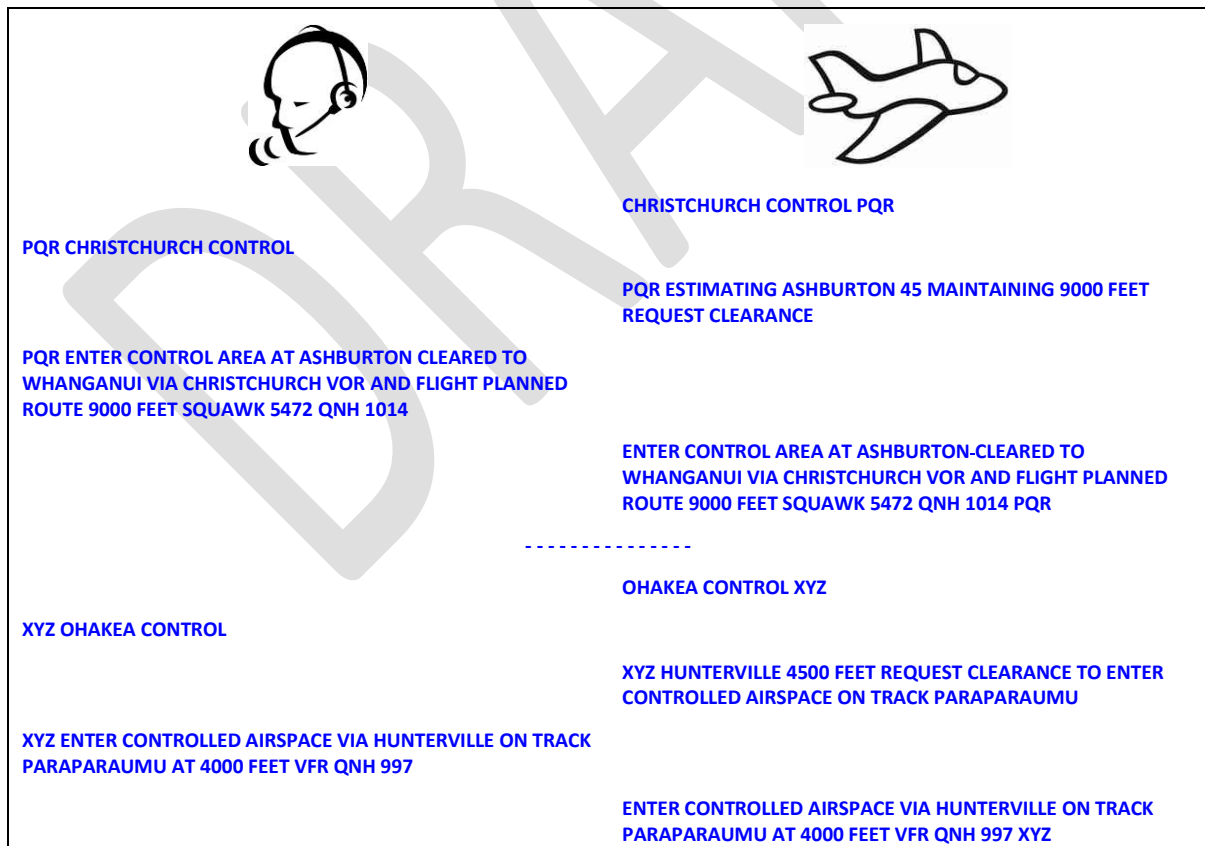
8.3.3 ATC providing a surveillance service will receive an alert when the selected level entered into the mode control panel/flight control unit of an enhanced surveillance (EHS) Mode-S equipped aircraft does not match the cleared level issued by the controller or intermediate level contained in the standard route clearance. ATC will advise the aircraft of the discrepancy:

“FASTAIR 345 CHECK SELECTED LEVEL, CLEARED LEVEL IS 10,000 FEET”

8.4 Flights entering controlled airspace

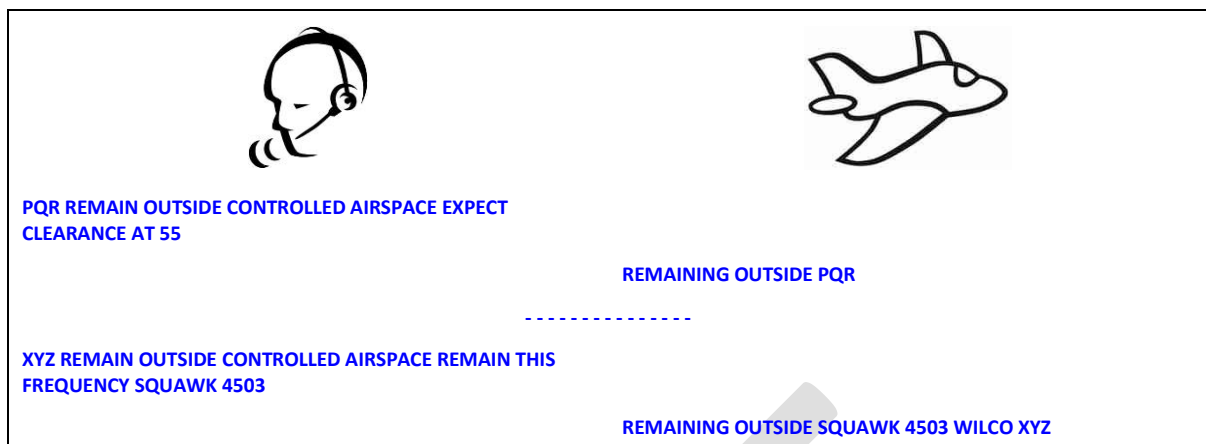
8.4.1 IFR or VFR aircraft requiring to enter controlled airspace should make their request to the appropriate ATS unit in sufficient time to allow ATC to assess the traffic situation and issue a clearance prior to the aircraft reaching controlled airspace.

Figure 8.4.1a



8.4.2 It may be that because of the prevailing traffic situation a clearance cannot be issued immediately. A transponder (squawk) code may be issued to assist ATC in assessing the traffic situation. This does not constitute a clearance to enter controlled airspace.

Figure 8.4.2a



8.5 Flights leaving controlled airspace

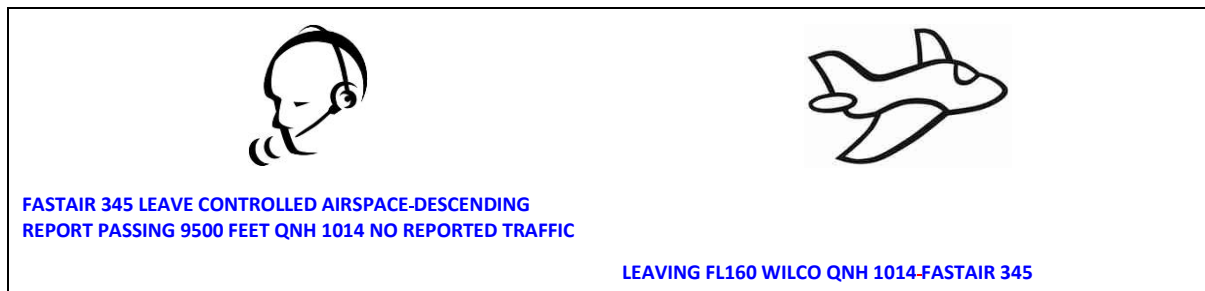
8.5.1 Flights leaving controlled airspace will normally be given a track or specific point by which to leave, together with any other relevant instructions necessary to ensure separation.

Figure 8.5.1a



8.5.2 An aircraft may be cleared to leave controlled airspace on descent.

Figure 8.5.2a

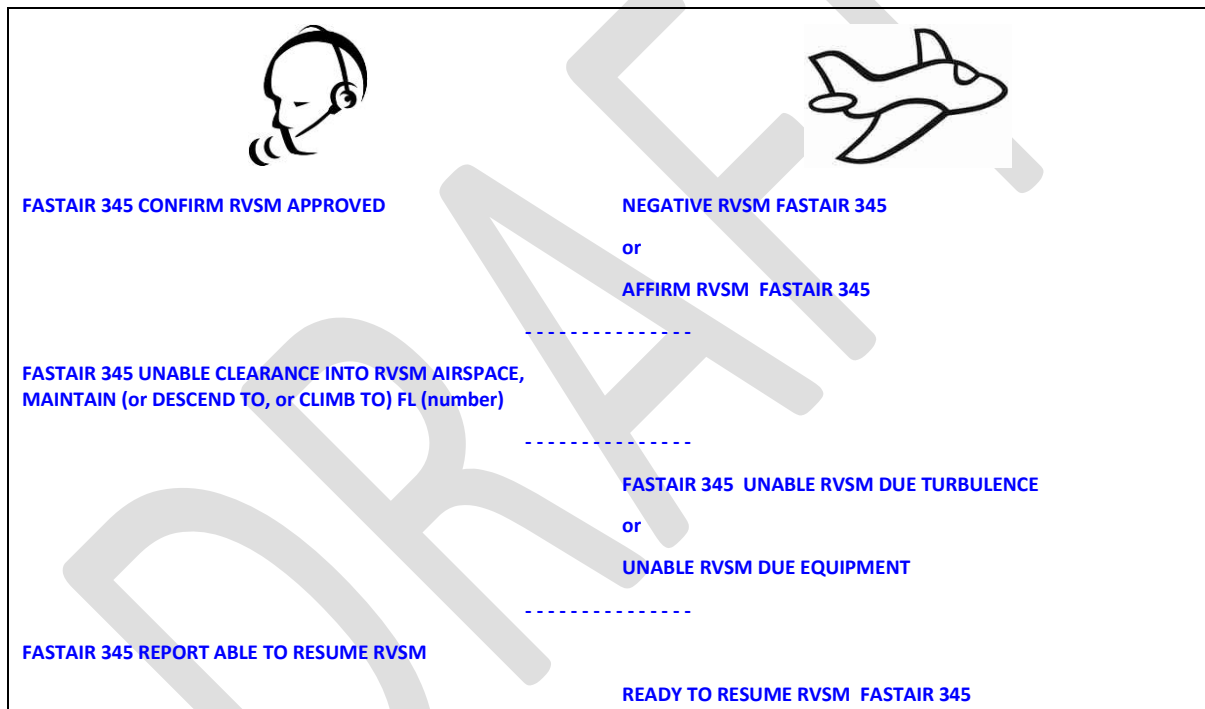


Note: In the above example the base of controlled airspace is 9500 feet.

8.6 RVSM operations

8.6.1 The following phraseologies should be used for controller-pilot communications.

Figure 8.6.1a



8.6.2 During operations in or vertical transit through RVSM airspace within the New Zealand FIR, pilots of all NON-RVSM approved aircraft are to insert the phrase "NEGATIVE RVSM" into radio calls when:

- (a) requesting a level that is within or above RVSM airspace
- (b) requesting a level change where that level is within or requires transit through RVSM airspace
- (c) in read-backs of level clearances
- (d) as part of the initial call when changing frequency.

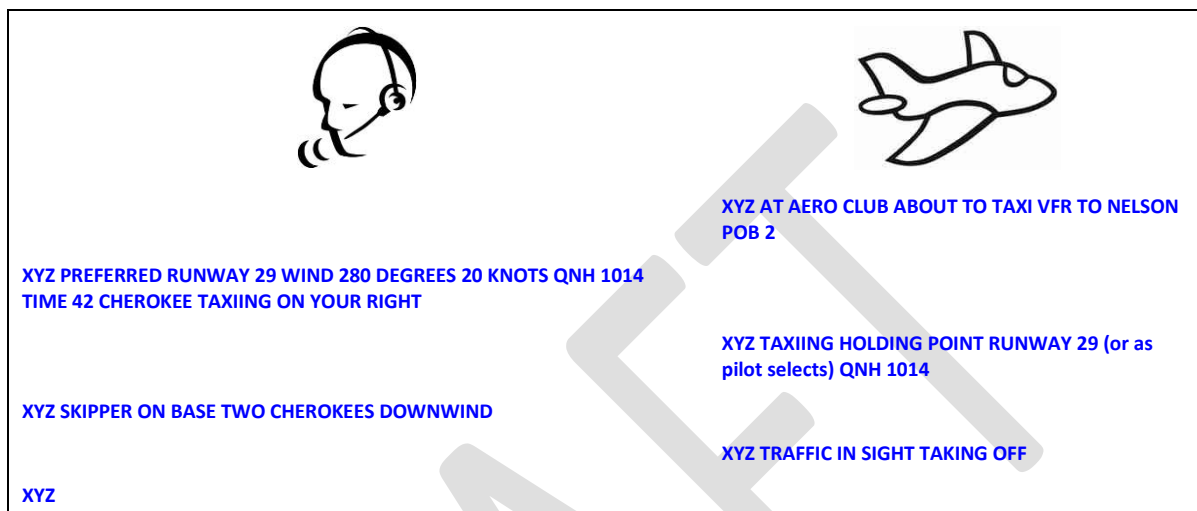
9. AERODROME FLIGHT INFORMATION SERVICE

9.1 AFIS in New Zealand

At the time of publication, aerodrome flight information service in New Zealand is provided at Milford Sound and Paraparaumu. The examples given are indicative of the phraseology at an AFIS aerodrome.

9.2 VFR departures

Figure 9.2a



9.3 VFR arrivals

Figure 9.3a



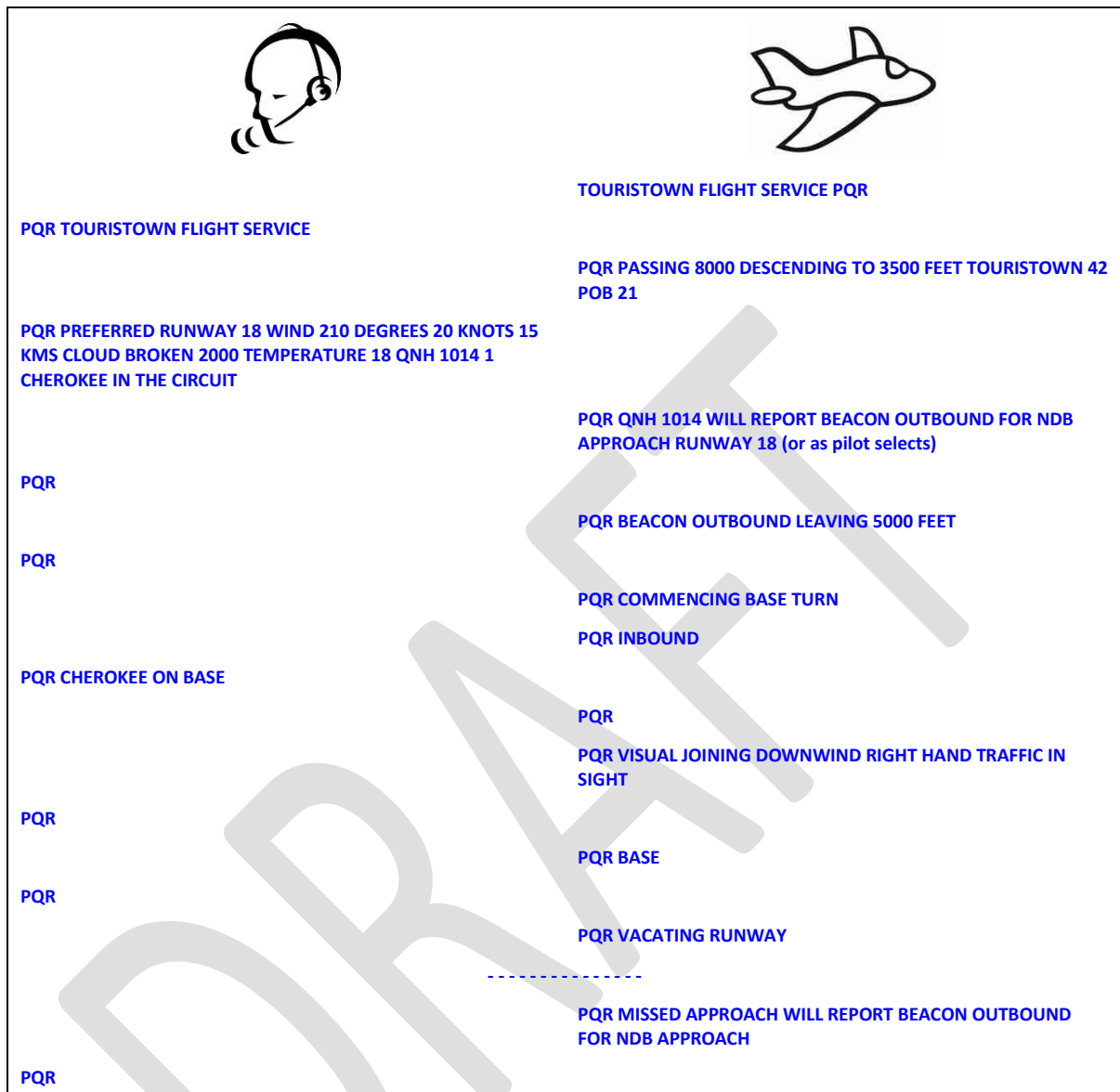
9.4 IFR departures

Figure 9.4a



9.5 IFR arrivals

Figure 9.5a

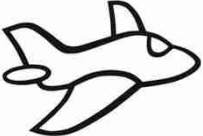


10. MANDATORY BROADCAST ZONES

10.1 Broadcast

10.1.1 Position, altitude and intentions should be broadcast on entry and at regular intervals (time interval is indicated on charts). An AWIB service is available at some aerodromes providing weather and operational conditions.

Figure 10.1.1a



KAIKOURA TRAFFIC XYZ HAPUKU 3000 FEET TRACKING SOUTH VIA THE COAST
KAIKOURA TRAFFIC XYZ KAIKOURA TOWNSHIP 3000 FEET TRACKING SOUTH WILL PASS TO THE EAST OF THE AERODROME
KAIKOURA TRAFFIC XYZ CONWAY RIVER MOUTH 3000 FEET TRACKING SOUTH


TAUPO TRAFFIC XYZ MISSION BAY 5500 FEET DESCENDING ESTIMATING TAUPO 35
TAUPO TRAFFIC XYZ WHITE CLIFFS 2900 FEET JOINING DOWNWIND RUNWAY 17

ARDMORE TRAFFIC PIPER CHEROKEE XYZ DRURY 1600 FEET TRACKING DIRECT TO JOIN OVERHEAD FOR RUNWAY 21
or
ARDMORE TRAFFIC PIPER CHEROKEE XYZ DRURY 1600 FEET DESCENDING 1100 FEET JOINING RIGHT BASE RUNWAY 03 VIA PAPA KURA

10.2 High activity areas

10.2.1 In busy areas, such as those with high tourist scenic aircraft activity (eg, Southern Alps MBZ, Tarawera MBZ) keep position reports brief (position, altitude and direction of travel i.e. intentions).

Figure 10.2.1a

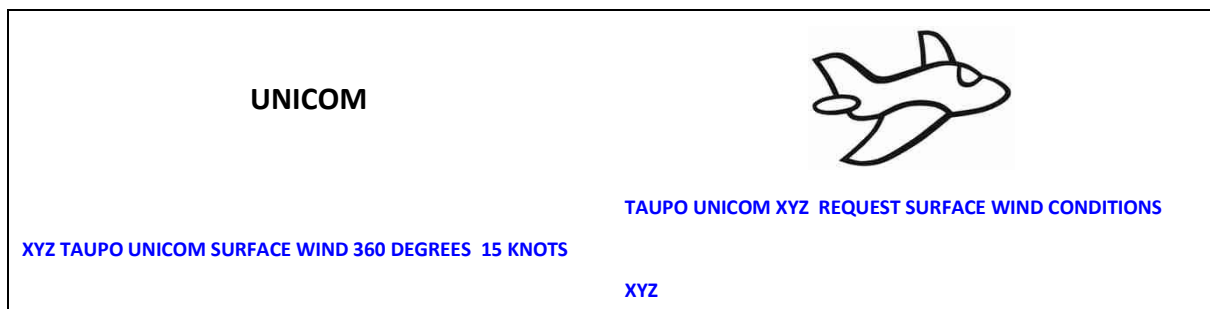


XYZ HEAD OF THE TASMAN 9500 FEET WESTBOUND
or
XYZ OVER THE UPPER FRANZ GLACIER 9500 FEET ORBITING LEFT THEN HEADING SOUTH

10.3 Universal communications (UNICOM)

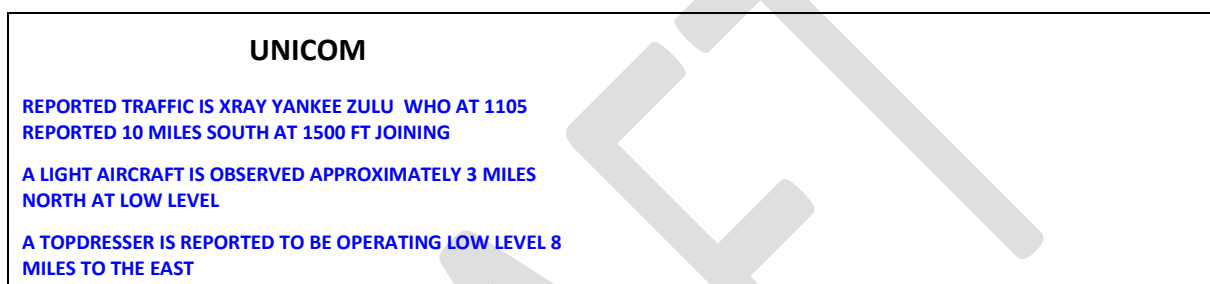
10.3.1 Where a UNICOM station is present and on watch (operators often have other duties and may not be listening all the time), it may pass on limited information on request. For instance, a pilot may ask for surface wind conditions to ascertain a preferred runway – UNICOM operators will not designate the runway-in-use. (Information on meteorological and operational conditions may also be obtained from the AWIB).

Figure 10.3a



10.3.2 On request UNICOM may relay information on the general location of aircraft known to it and must not interpret that information. UNICOM is not an air traffic service and may not provide traffic information – the information given is not traffic information but known aircraft.

Figure 10.3.2a

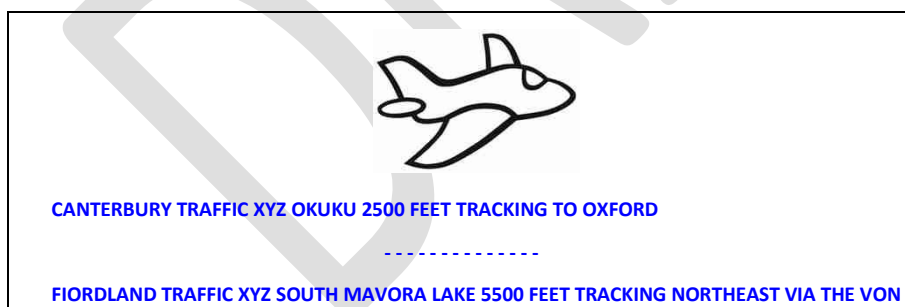


11. COMMON FREQUENCY ZONES

11.1 General

11.1.1 Although not mandatory, pilots are encouraged to establish communications in these areas. Keep radio calls concise and use standard phraseology as much as possible. Avoid verbose accounts of your intentions as these will only cause frequency congestion. In many parts of the country there may be several adjacent areas and aerodromes using the same frequency.

Figure 11.1.1a



11.2 Aircraft training

11.2.1 Aircraft carrying out training may wish to indicate their operating range by altitude and by type of exercise.

Figure 11.2.1a



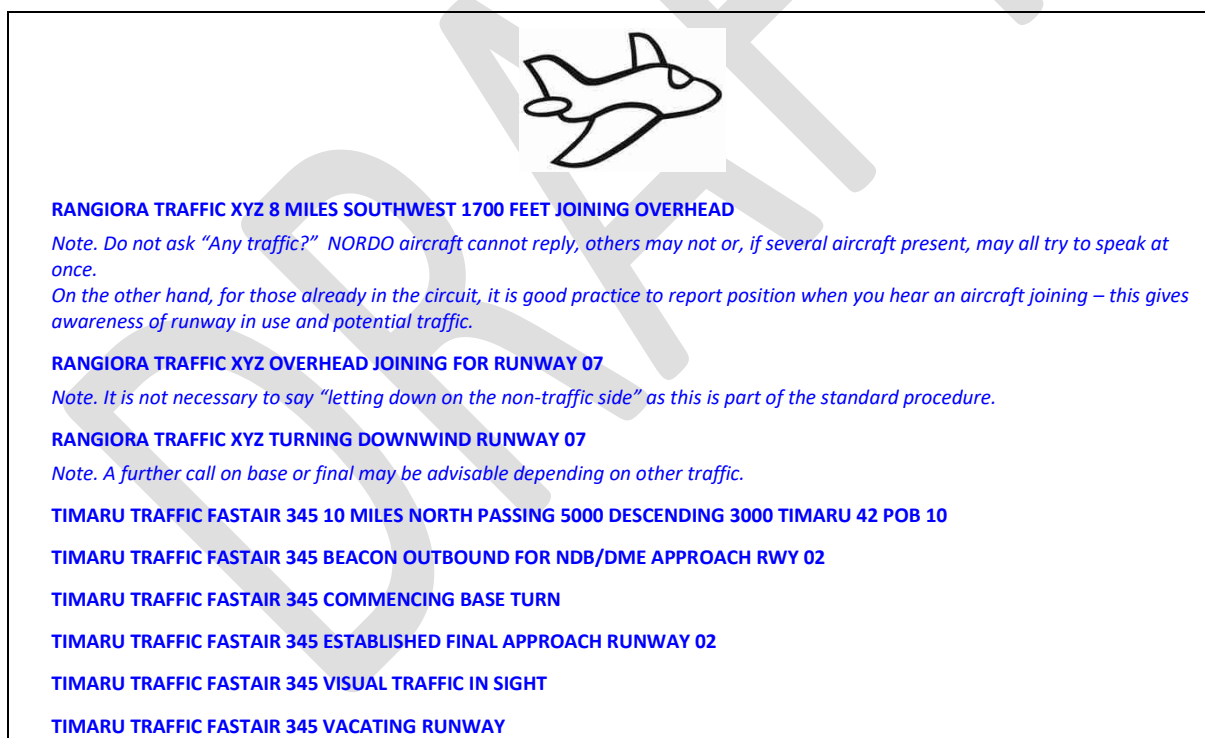
12. UNATTENDED AERODROMES

12.1 General

12.1.1 Keep radio calls concise and use standard phraseology. Avoid verbose accounts of your intentions.

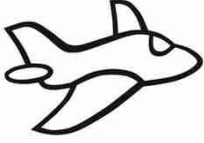
12.2 Arrival

Figure 12.2a



12.3 Departure

Figure 12.3a



RANGIORA TRAFFIC XYZ TAXIING FOR RUNWAY 07

RANGIORA TRAFFIC XYZ LINING UP RUNWAY 07

RANGIORA TRAFFIC XYZ ROLLING RUNWAY 07 DEPARTING TO THE NORTH

or

DEPARTING OVERHEAD TO THE SOUTH

Note. In the second case another call vacating overhead, may be appropriate.

TIMARU TRAFFIC FASTAIR 345 TAXIING FOR RUNWAY 02 MOANA ONE DEPARTURE

TIMARU TRAFFIC FASTAIR 345 LINING UP RUNWAY 02


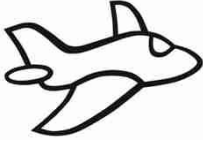
TIMARU TRAFFIC FASTAIR 345 PASSING 4800 TO THE NORTH CHANGING CONTROL ...

13. DISTRESS AND URGENCY PHRASEOLOGY

Emergency procedures are contained in AIP New Zealand, ENR 1.15, sections 1 and 2 for these messages.

13.1 Distress messages

Figure 13.1a

XYZ DUNEDIN TOWER ROGER MAYDAY

MAYDAY MAYDAY MAYDAY XYZ ENGINE ON FIRE UNABLE TO MAINTAIN HEIGHT MAKING FORCED LANDING POSITION 20 MILES SOUTH OF OAMARU PASSING 3000 FEET HEADING 360

MAYDAY MAYDAY MAYDAY GISBORNE TOWER XYZ ENGINE FAILED WILL ATTEMPT TO LAND AT GISBORNE, POSITION 10 MILES NORTH OF GISBORNE AT 8000 FEET HEADING 180

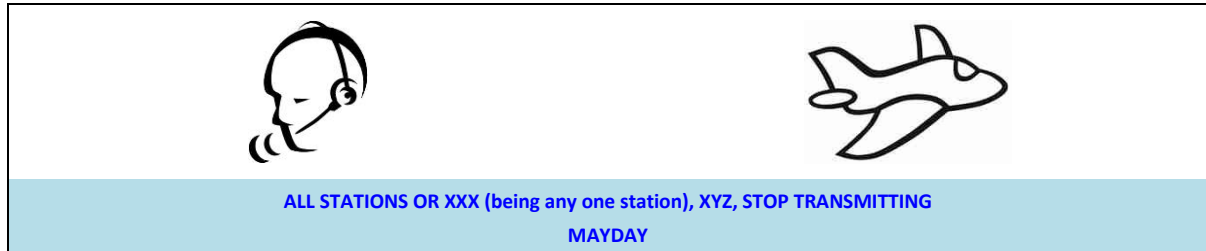
XYZ GISBORNE TOWER ROGER MAYDAY CLEARED STRAIGHT-IN RUNWAY 14 WIND 150 DEGREES 10 KNOTS QNH 1008 YOU ARE NUMBER ONE

CLEARED STRAIGHT-IN RUNWAY 14 QNH 1008 XYZ

13.1.1 Imposition of silence when MAYDAY in progress.

13.1.1.1 The station in distress is permitted to impose silence, either to all stations or any station which interferes with the distress traffic.

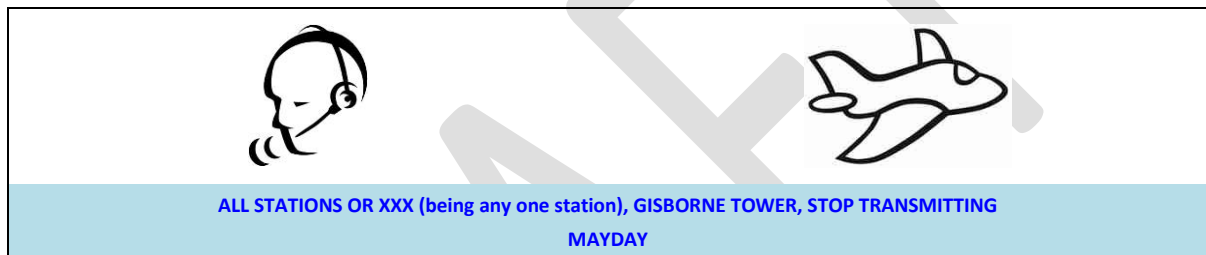
Figure 13.1.1.1a



Or;

13.1.1.2 The station in control of distress traffic is permitted to impose silence, either to all stations or any station which interferes with the distress traffic.

Figure 13.1.1.2a

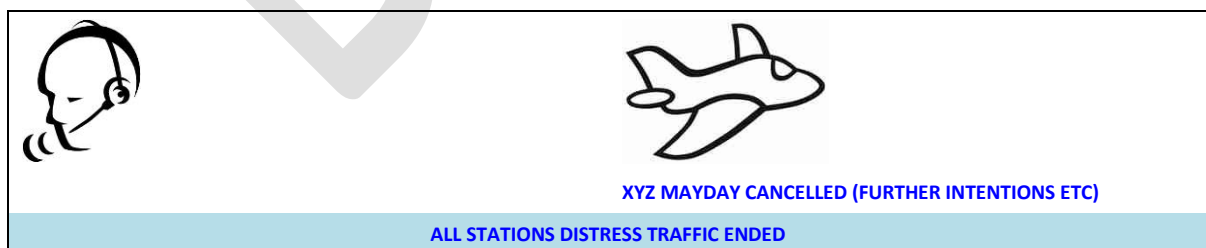


13.1.1.3 Radio silence should be observed by other stations until:

- (a) distress traffic is transferred to another frequency, or
- (b) controlling station gives permission, or
- (c) it has itself to render assistance, or
- (d) the distress is cancelled/terminated.

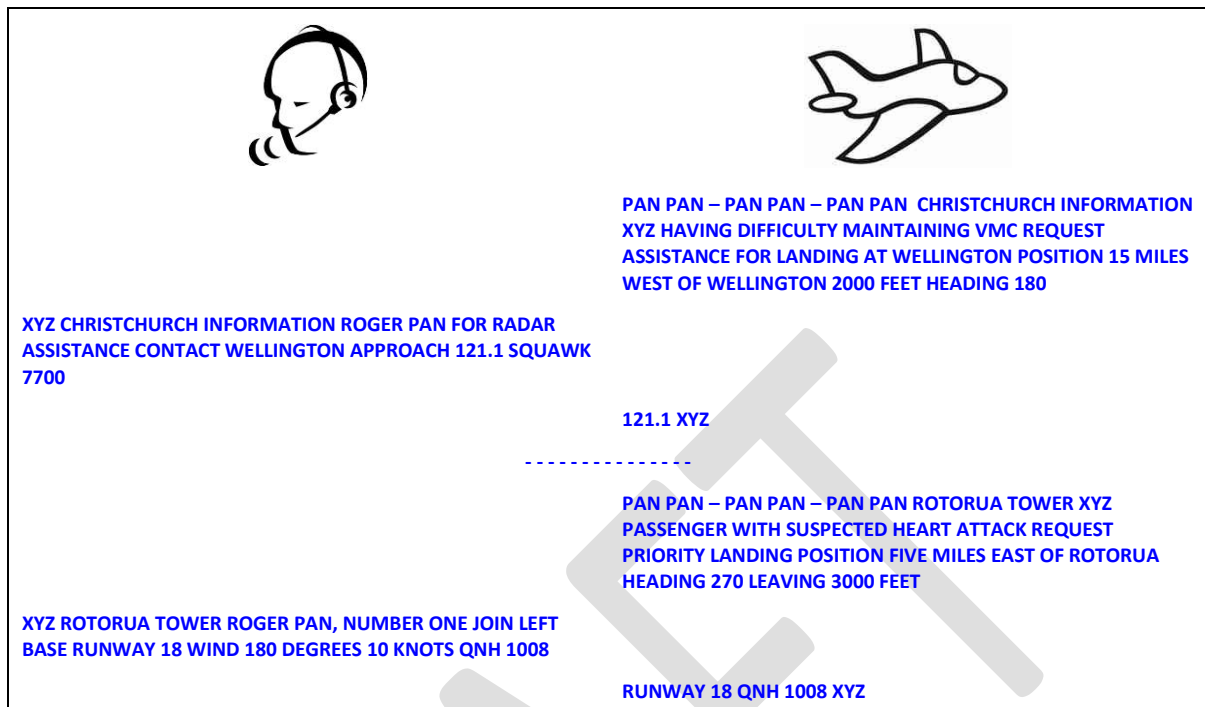
13.1.1.4 When PIC of the distress aircraft considers the emergency complete s/he will cancel the distress; controlling station will then transmit a message on the frequency used for the distress traffic.

Figure 13.1.1.4a



13.2 Urgency messages

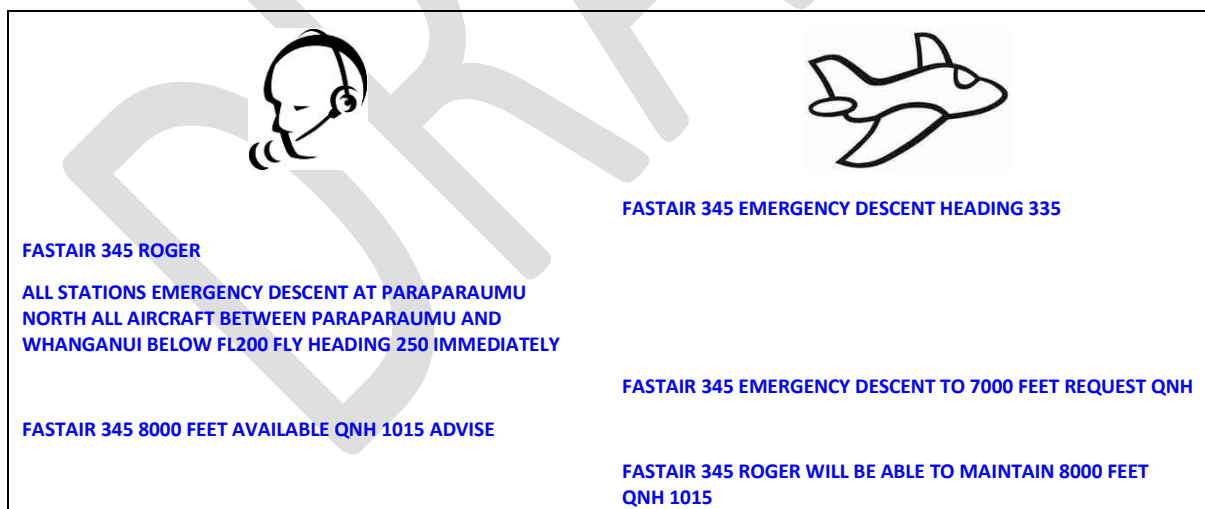
Figure 13.2a



13.3 Emergency descent

13.3.1 When an aircraft announces that it is making an emergency descent, the controller will take all possible action to safeguard other aircraft.

Figure 13.3.1a

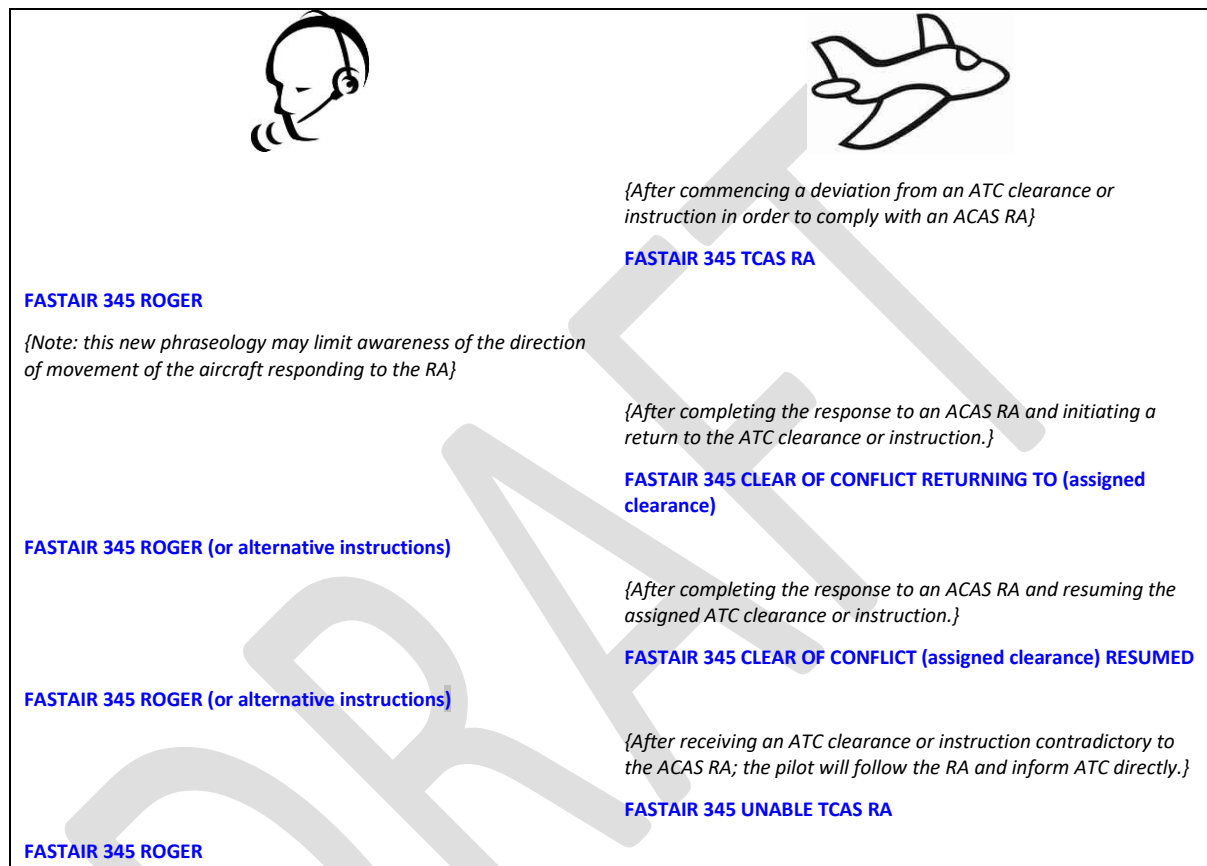


13.4 Airborne collision avoidance system (ACAS)

Refer to AIP ENR 1.6 Section 3 and AD 1.5 Section 9

13.4.1 When operating within, or entering a controlled aerodrome traffic circuit, pilots are advised to operate an ACAS (such as TCAS) on *Traffic Advisory (TA)* mode. This is to avoid unnecessary *Resolution Advisory (RA)* manoeuvres using appropriate displacement not considered by an ACAS where parameters are set for en route airspace rather than aerodrome operation. This advice also applies when operating in proximity to uncontrolled aerodromes.

Figure 13.4.1a



13.5 Traffic information broadcasts by aircraft (TIBA)

13.5.1 TIBA are reports and information transmitted by pilots for the information of pilots of other aircraft in the vicinity following a significant disruption to air traffic or aeronautical telecommunications services. For further information and phraseology examples see AIP New Zealand, ENR 1.15 Sections 4, 5 and 8.