

Section 5 - Tower Agreement and Procedures

5.0.1 All personnel staffing the position of Tower Controller (herein "Tower") within the Miami ARTCC shall abide by and conform to all rules and regulations applying to ATC within the VATSIM and VATUSA environments.

5.0.2 ATC personnel will use the standard callsign format for controllers within VATUSA airspace.

- a. The first three (3) characters of the callsign (prefix) represent the airport at which Tower Control services are offered.
- b. The last three (3) character of the callsign (suffix) shall be: TWR

5.0.3 The controller will provide the following ATC services:

- a. Tower services at the airport represented by the controller's callsign.
- b. Ground Control services at the airport represented by the controller's callsign when ground services are not being provided by a Ground controller.
- c. Clearance Delivery services at the airport represented by the controller's callsign when delivery services are not being provided by a Ground controller or Delivery controller.

5.0.4 In order to staff a Tower position at a Minor Facility within the Miami ARTCC, a VATUSA S-1 rating or higher and passing scores on the ZMA Basic/SOP exam, as well as certification by the Air Traffic Manager or the Training Administrator are required.

5.0.5 In order to staff a Tower position at a Major Facility within the Miami ARTCC, a VATUSA S-1 rating or higher and passing scores on the ZMA Basic/SOP exam, ZMA Ground exam and the ZMA Tower exam, as well as certification by the Air Traffic Manager or the Training Administrator are required.

§ 5.1.0 Duties and Responsibilities

5.1.1 The controller staffing Tower shall provide, when required in the absence of a Delivery controller and Ground controller at the airport represented by the controller's callsign, Clearance Delivery to pilots who are not yet airborne as per the Miami ARTCC Standard Operating Procedures for Clearance Delivery.

5.0.4 Tower shall provide, when required in the absence of a Ground controller at the airport represented by the controller's callsign, Ground Control services to all aircraft requesting such services, but only at the airport represented by the controller's callsign.

5.1.3 Tower shall provide Tower services at the airport represented by the controller's callsign.

5.1.4 Tower is not a radar position and will not track or "claim ownership" of an aircraft using the F3 key of ~~or~~ VRC.

5.1.5 Tower shall provide Tower services in accordance with FAA 7110.65 in as much as it is possible given the limitations of the virtual environment, including but not limited to:

- a. All Separation minimums.
- b. Wake Turbulence Separation Procedures and Advisories.

5.1.6 Tower has the final authority to declare runways in use and the direction of traffic flow at the airport represented by the Tower Controller's callsign.

5.1.7 Tower shall coordinate arrival runways with the controller providing Approach Control service (when present).

5.1.8 Tower shall coordinate departure runways and departure headings with the controller providing Departure Control service (when present).

- a. Tower shall be responsible for the initial separation between departing aircraft.
- b. Tower must keep in mind aircraft performance capabilities and how a departure heading will affect a departing aircraft's subsequent course to its initial departure fix.

5.1.9 Tower will coordinate with the Ground Controller (when present) with regard to the use of runways for departure and the direction of traffic flow. The Tower Controller, at his discretion, may delegate departure runway selection to Ground.

- 5.1.10 Tower is responsible for aircraft ground movement on all active runways.
- 5.1.11 Tower may initiate Gate-Hold Procedures by using the .break feature of VRC.
- 5.1.12 Tower may cancel Gate-Hold Procedures by using the .nobreak feature of VRC.
- 5.1.13 Tower will obtain one of the following release agreements with the Departure Controller (when present):
- A blanket release subject to suspension as described in 5.1.14 below
 - Individual departure releases for each aircraft via text or voice.

5.1.14 If Tower observes a change in color from black to pink of the Departure Controller's callsign in the Controller List (CL) of VRC, or the callsign of any other controller providing Departure services at the airport served by Tower, Tower will withhold takeoff clearances until such time as the Departure Controller's callsign reverts to black.

5.1.15 If an aircraft executes a missed approach, or is instructed by either Tower or the controller providing Arrival services to execute a missed approach or go-around, any blanket departure release in effect is immediately cancelled and a new agreement must be made between Tower and the controller providing Departure service.

5.1.16 Tower will transfer communications as follows:

- To the Ground Controller (when available) after an aircraft is clear of an active runway and no other active runways will be crossed as the aircraft taxis to parking.
- To the controller providing Departure Control services when Tower observes a positive rate of climb and before the aircraft reaches 1,000 ft. Above Ground Level (AGL).
- In the absence of any further ATC, to UNICOM (122.800) as soon as practical after the aircraft becomes airborne. Aircraft will be instructed to resume their own navigation at this time.

5.1.17 Tower may, at its discretion, coordinate the use of any active runway with Ground as follows:

- So that Ground may retain communication with an aircraft to facilitate taxiing an aircraft for departure, or to taxi an aircraft to parking.
- So that Ground may accept a transfer of communication to taxi an aircraft to parking before it has crossed all runways in use.

5.1.18. Until such time as Runway 8L/26R at Miami International Airport is included in the default scenery of Microsoft Flight Simulator™, Runway 8L/26R shall be considered closed unless a pilot indicates it is present in his scenery and requests its use.

5.1.19 If Tower will be instructing a pilot to switch to UNICOM because no further ATC is available, Tower will clear any temporary altitude assignment from the flight strip and reset the scratchpad to its default condition to reflect the destination airport.

§ 5.2.0 Specific Provisions

5.2.1 Tower will apply a minimum time interval of one (1) minute between successive departures using the same runway. The beginning of the interval shall be measured from the time the preceding aircraft begins its takeoff roll, to the takeoff clearance of the succeeding aircraft. All provisions of FAA order 7110.65 with regard to Same-Runway-Separation shall also apply.

5.2.2 VFR operations outside of Class B or Class C airspace:

- Tower will advise all VFR aircraft of wind direction and velocity, and of runways in use.
- Tower will advise VFR traffic remaining in the pattern of the traffic pattern direction of the runway for takeoff and landing (left traffic or right traffic).
- Tower will advise all VFR traffic of any other aircraft operating in the traffic pattern, making a published approach for landing, or intending to takeoff, including the traffic leg that defines the position of the other aircraft in the pattern.
- VFR departures will be instructed to switch to UNICOM (122.800) as they are departing, unless a request is made for Flight Following, in which case they will be instructed to contact the controller providing Departure services (when present).

- e. VFR arrivals will be asked to state the runway they intend to land on.
- f. VFR arrivals will be instructed to report turning base for final if applicable.

5.2.3 VFR operations within Class B or Class C airspace:

- a. Tower will advise all VFR aircraft of wind direction and velocity, and of runways in use.
- b. All VFR aircraft will be issued a discreet transponder code.
- c. All VFR departures from Class B or C airspace will be instructed to maintain an altitude at or below 2,500 ft. until clear of Class B or C airspace, unless:
 - i. The measured ceiling observation is lower than the recommended assigned altitude and more than 1,000 ft., in which case the controller will issue an assigned altitude below the measured ceiling and issue a departure heading which will expedite the VFR departure from Class B or C airspace.
 - ii. The measured ceiling observation is below 1,000 ft., in which case the airport will be closed for VFR operations due to weather.
- d. All VFR departures from Class B or C airspace will be issued takeoff clearance with the following headings:
 - i. If the departing aircraft will be transferred to a controller providing Departure service, the pilot will be instructed to maintain runway heading.
 - ii. If the departing aircraft will be switching to UNICOM (on 122.800) after takeoff, the pilot will be issued a departure heading in a cardinal direction appropriate to the direction of the destination (i.e. NORTH, NORTHWEST, SOUTH, SOUTHEAST, etc.), and which will expedite an exit of Class B or C airspace.
- e. All VFR arrivals will be asked to report traffic pattern entry and/or position in the traffic pattern.
- f. In the absence of further ATC, departing VFR aircraft will be instructed to squawk 1-2-0-0 and informed that no further ATC service is available.

5.2.4 When calm-wind conditions exist, (less than 5 knots) use a designated "calm wind" operation as follows: It should be noted that the "calm wind runway" does not mean that the winds are calm. When the winds are less than three knots, it is considered "calm." Therefore, "Calm Winds" and "Calm Wind Runway" are two separate terms.

Calm Wind Direction of Operation

KMIA	East Ops
KFLL	East Ops
KFXE	East Ops
KOPF	East Ops
KPBI	East Ops
KRSW	East Ops
KTPA	North Ops
KSRQ	North Ops
KTMB	East Ops

5.2.5 As a part of all landing clearances, Tower will issue current winds for the arrival airport.

§ 5.3.0 Radio Frequencies

5.3.1 Tower will use the radio frequency for the airport for which service is provided as published on the Miami ARTCC website, or as published in the most current publication of the Airport Facility Directory that lists information on the airport served.

5.3.2 The following airports in the Miami ARTCC are served by Tower on these radio frequencies:

Airport	Radio Frequency
KMIA	118.300
KFLL	119.300
KFXE	120.900

KOPF	120.700
KPBI	119.100
KRSW	128.750
KTPA	119.500
KSRQ	120.100
KTMB	118.900

5.3.3 Other airports within Miami ARTCC that do not have a separate radio frequency published for Tower are considered Non-Tower airports and should not be staffed by a Tower Controller.

§ 5.4.0 ATIS Frequencies

5.4.1 Tower will use the ATIS radio frequency for the airport for which service is provided as published on the Miami ARTCC website, or as published in the most current publication of the Airport Facility Directory that lists information on the airport served.

5.4.2 The following airports in the Miami ARTCC are served by Tower on these ATIS radio frequencies:

Airport	ATIS Radio Frequency
KMIA	119.150
KFLL	135.000
KTPA	126.450
KRSW	124.650
KPBI	123.750
KSRQ	124.370
KEYW	119.670
KTMB	124.000
KOPF	125.900
KFXE	119.850

§ 5.5.0 Transponder Mode

5.5.1 If, in your judgment, a pilot seems new to aviation and/or online flying and you observe the pilot squawking standby prior to issuance of a takeoff clearance, you might want to include a reminder to squawk normal as a part of the takeoff clearance. This can be something simple like, "Runway 9L, cleared for takeoff. Squawk normal on your takeoff roll, sir."

5.5.2 If you observe that a pilot has become airborne with the transponder still in standby mode, a polite reminder to squawk normal should occur DURING your transfer of communication to the controller providing departure service, or when instructing the pilot to switch to UNICOM. Something simple like: "Squawk normal, contact Departure on 124.85."

5.5.3 If you observe that a pilot is inbound with a transponder in standby mode, politely request that he recycle and "squawk normal".

5.5.4 If you are working Tower, use the Tower Display setting so you can check that aircraft have the proper code dialed into the transponder and that tags and scratchpads are all set up correctly.

5.5.5 UNDER NO CIRCUMSTANCE WILL THE PHRASE "SQUAWK STANDBY ON THE GROUND" BE INCLUDED IN ANY ATIS. In addition, under normal conditions, there is absolutely no reason to direct a pilot to squawk standby while on the ground.