VATSIM CLEVELAND ARTCC AND BUFFALO ATCT
LETTER OF AGREEMENT

EFFECTIVE: MAY 1, 2021

SUBJECT: INTERFACILITY COORDINATION PROCEDURES

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1. PURPOSE: This agreement delegates authority and responsibility for air traffic control service within the approach control airspace described herein and details the procedures for transitioning air traffic between the Approach Control and En Route airspace.

2. DISCLAIMER: Information contained herein is designed and specifically for use in a virtual air traffic control environment. It is not applicable, nor should it be referenced for live operations.

3. SCOPE: The procedures contained herein apply to Cleveland Air Route Traffic Control Center (Center) and Buffalo Airport Traffic Control Tower (Tower) and are supplementary to procedures contained in FAA Orders.

4. RESPONSIBILITIES: Center delegates to Tower authority and responsibility for air traffic control service within the terminal control area (Area A/B/C) depicted in Attachment 1. Center delegates to Tower authority and responsibility for air traffic control service within the terminal control area (Area D/E) depicted in Attachment 2, Approach Control Airspace, between the hours of 0600-0000 Local (lcl). Tower must advise Center and Toronto Centre as well as Cleveland and Youngstown Towers of any change to these times. Unless otherwise coordinated, personnel of both facilities must comply with the procedures contained in this agreement.

a. Center Dunkirk (DKK) sector assume control responsibility of Area D/E approach control airspace between the hours of 0000-0600 lcl.
b. Procedure listed in paragraph 7 must be followed when the Area D/E approach control airspace is assumed or relinquished by Tower/Center.
c. Prior to receiving control of Area D/E airspace, the receiving facility will be responsible for obtaining all local airport NOTAMS.

5. ARRIVALS:

a. Center must ensure:
    i. Arrival aircraft are issued an airport clearance limit unless otherwise coordinated.
    ii. All aircraft entering Tower airspace at 10,000 feet (ft) or below from the Bradford sector (BFD) must be verbally coordinated at least five (5) minutes prior to the aircraft crossing Tower boundary except for BENEE arrival chute.
    iii. KBUF/KIAG arrivals:
        1. Are in-trail and routed via established routes, or vectored within the arrival chutes at DKK and BENEE depicted in Attachment 3.
        2. Cross BENEE, DKK, or the 30 nautical mile (NM) of BUF at 11,000 ft.

3. To KIAG conform to the routings depicted in Attachment 3.
4. Radar handoff and transfer of communications are made prior to the transfer points depicted in Attachment 3.

iv. KERI arrivals:
1. Cross 25NM from ERI at 11,000ft.
2. Radar handoff and transfer of communications are made prior to 25NM from the KERI airport.

b. Center is not required to coordinate assigned headings for KBUF/KIAG arrivals within the confines of the arrival chutes depicted in Attachment 3.
EXCEPTION: Heading assigned for separation must be coordinated.

c. Tower has control for:
i. DKK sector:
1. KBUF/KIAG: Turns not to exceed 45 degrees either side of assigned course upon crossing 40 DME from BUF or leaving 15,000 ft.
2. KERI: Turns not the exceed 45 degrees either side of course upon crossing 25 DME of ERI

ii. ROC sector: For KBUF/KIAG arrivals, turns not to exceed 45 degrees either side of assigned course upon crossing 40 DME from BUF or leaving 15,000 ft.
NOTE: Tower is responsible for all subsequent coordination with surrounding facilities.

iii. BFD sector for KBUF/KIAG arrivals:
1. Turns not to exceed 45 degrees either side of assigned course upon crossing 40 DME from BUF or leaving 15,000 ft.
NOTE: When right turns are assigned, Tower will be responsible for all required coordination with ROC.
2. Tower has control to descent BENEE arrivals to 6,000 ft.

6. DEPARTURES

a. Tower must:
i. Correct and clear the aircraft to the destination airport via the Preferential Departure Routing (PDR).

ii. Assign initial altitude of 10,000 ft or below. Aircraft requesting 11,000 ft. or above must be informed to “expect (altitude/flight level filed) ten (10) minutes after departure.”

iii. KBUF/KIAG Departures:
1. Vector KBUF/KIAG departures direct to the first fix, as depicted on the aircraft’s route of flight. This procedure applies to those aircraft whose first departure fix is: ROC, GEE, ELZ, VAIRS, HANKK, JOSSY, BEEPS, BFD, LANGS, WELLA, or JHW.
2. Requesting above 10,000 ft will be handed off to Buffalo sector (BUF).
3. Center may assume control of all departures requesting 11,000 ft. or higher upon crossing 15 DME from BUF or leaving 4,000 ft., provided they are initially cleared by Tower to 10,000ft.

iv. Aircraft departing KERI airport proceeding on course between JFN and FKL and requesting an altitude above 10,000 ft. must be handed off to the Youngstown (YNG) sector; all others will be handed off to the Dunkirk (DKK) sector.

7. MISCELLANEOUS:

a. KBUF: Tower must advise Center of any change in the active runway.
b. Minimum spacing between radar separated aircraft must be five (5) NM, constant or increasing. Communications change/transfer of control must not be accomplished on the second aircraft until this separation is established.
c. KROC arrivals via BUF V2 must cross BUF at 11,000 ft., in-trail and handed off to Tower. Communication transfer to 126.15 must be accomplished no later than ten (10) NM west of BUF. Tower must ensure these aircraft cross 18 DME east of BUF at or below 10,000 ft. Tower is not authorized control for turns on these aircraft.
d. Arrivals destined to KBKL, KCGF, KLNN, 2G1, or 7G8 must be routed via direct CLERI and must be 15NM east of CLERI at or below 14,000 ft. descending to 11,000 ft. Communication transfer must be no later than 15NM east of CLERI.
e. Tower must advise BFD sector when holding northeast of JHW and/or east of TDT.
f. Controllers involved in inter-facility coordination are responsible for all subsequent coordination within his/her facility.

8. APPROACH CONTROL AIRSPACE OPENING AND CLOSING PROCEDURES: Tower/Center must perform the following coordination prior to assuming or relinquishing approach control airspace.

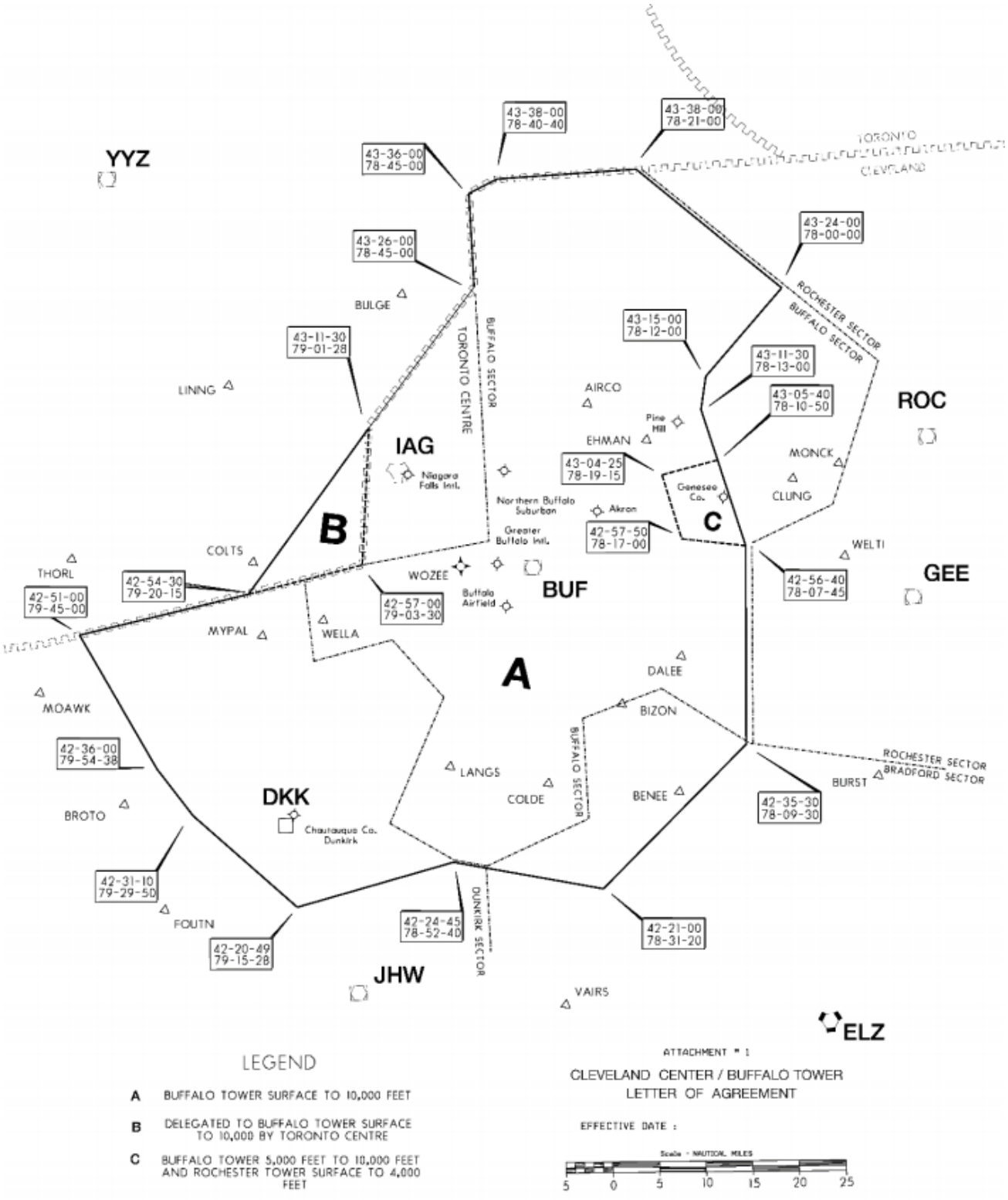
a. Transferring controller must:
    i. Verbally provide the receiving controller the following information as appropriate:
        1. NAVAID and equipment status affecting the airspace.
        2. Any weather, special instructions, or activities affecting the airspace.
        3. Any outages not covering in the current NOTAM list
        4. ATIS
        5. Approaches in use and runway configuration.
    ii. Transfer control of all aircraft prior to the transfer of airspace. This must include current IFR/VFR traffic, as well as traffic cleared in or out of all airports contained in the airspace being transferred.
b. Receiving controller must indicate that control of the airspace has been assumed.
c. DKK sector must advise all necessary Center sectors as to the status of approach control airspace.

10. ATTACHMENTS:

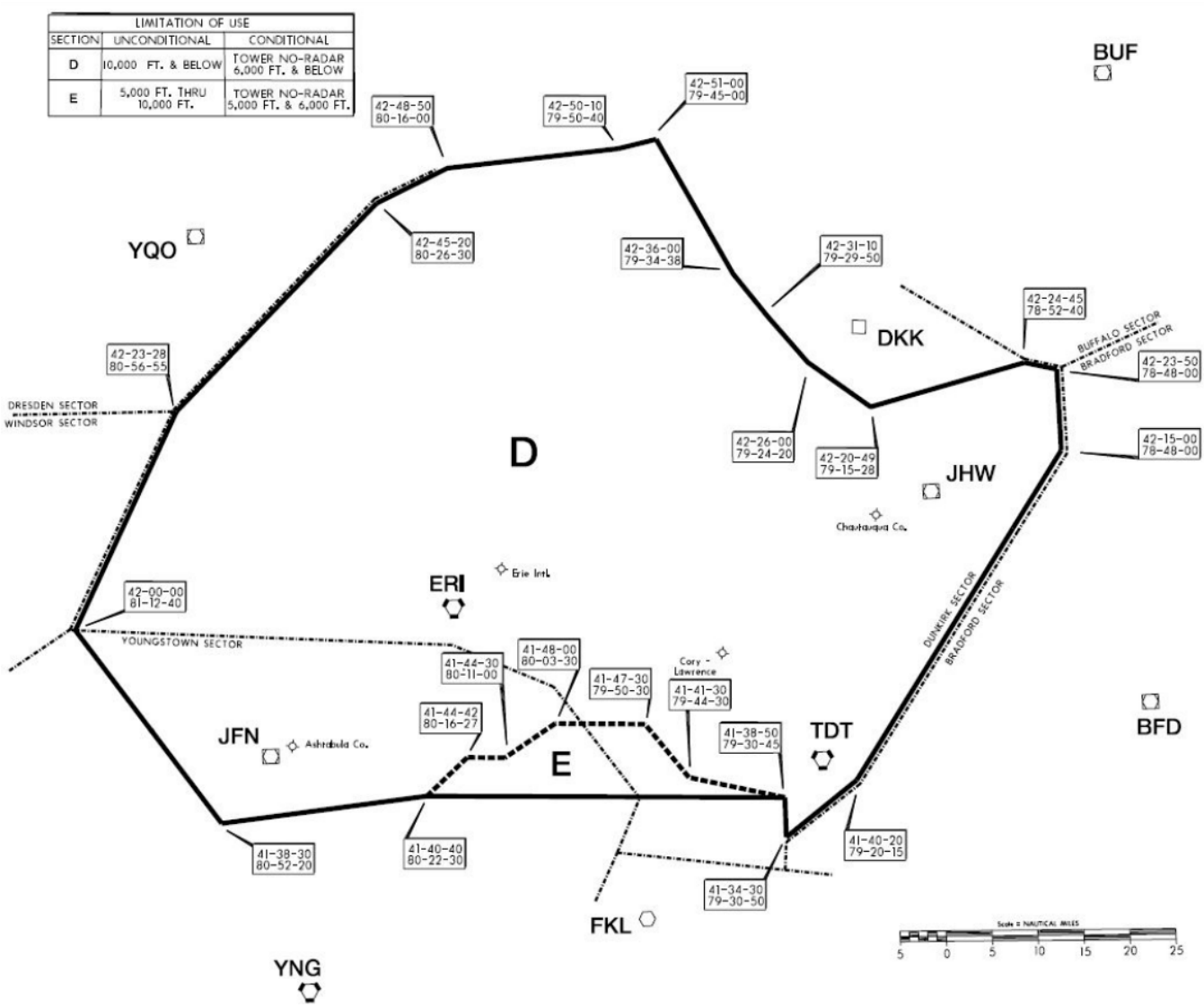
a. Attachment 1 - Terminal Control Area A/B/C.
b. Attachment 2 - Terminal Control Area D/E.
c. Attachment 3 - KBUF/KIAG Arrival Procedures
d. Attachment 4 - Routes and Frequencies

Nicholas Lascko
Air Traffic Manager
Cleveland ARTCC

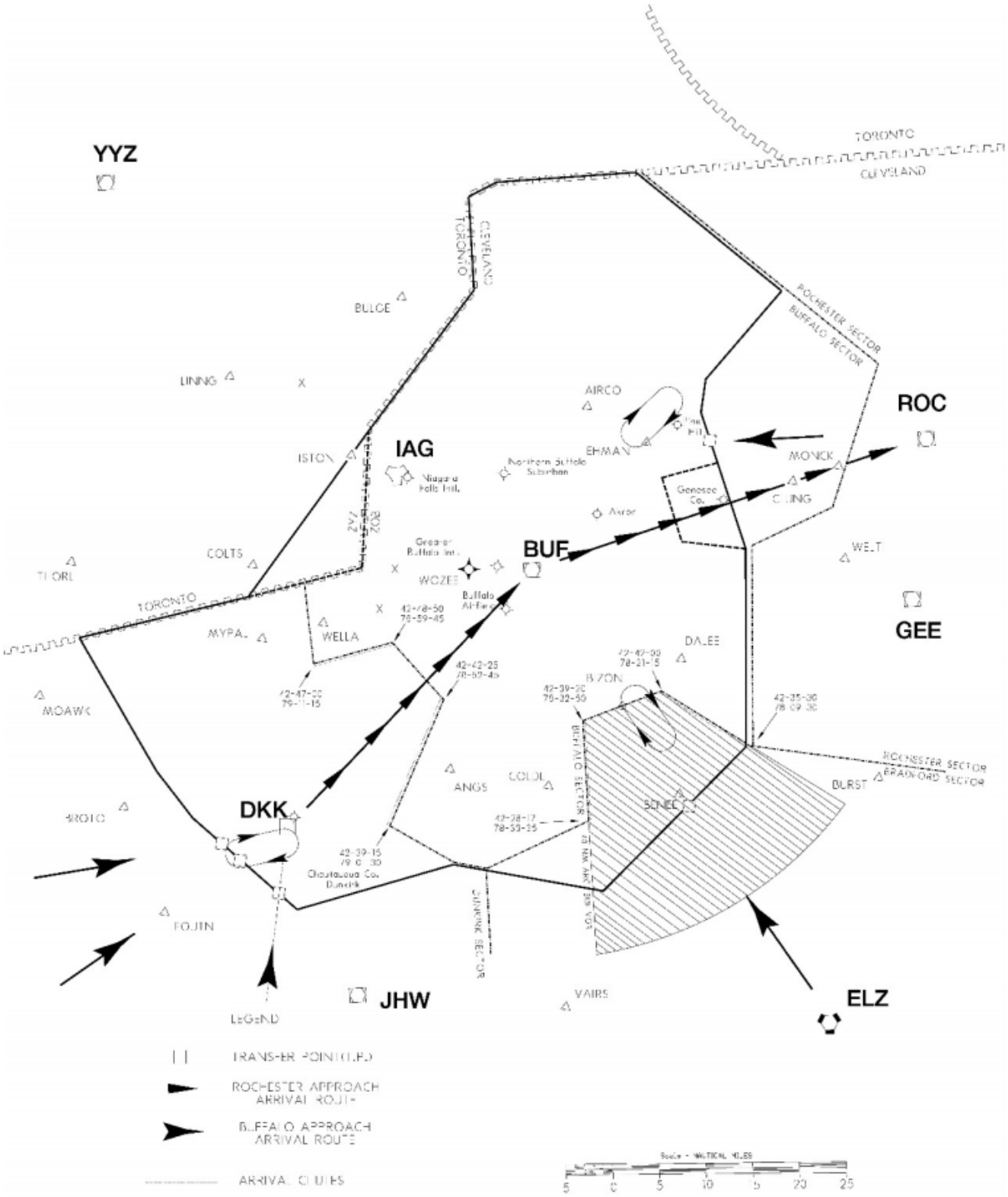
Attachment 1 - Terminal Control Area Area A/B/C (BUF sector BUF ATCT)



Attachment 2 - Terminal Control Area Area D/E (ERI sector BUF ATCT)



Attachment 3 - KBUF/KIAG Arrival Procedures



Attachment 4 - Routes and Frequencies

1. **RADAR ARRIVALS:**

Fix/Airport	Tower Frequency
BENEE	126.15
DKK	126.5
EHMAN	126.15
ERI	121.0
HZY	121.0
JHW	121.0

2. **DEPARTURES:**

Center/Sector	Frequency
DKK	127.07
YNG	120.77
BUF	125.2
BFD	124.32
ROC	127.47