ORDER

DTW 7110.65D

Detroit TRACON (D21)
Standard Operating Procedures

May 1, 2021

VATSIM Cleveland ARTCC

United States Division

VIRTUAL AIR TRAFFIC SIMULATION NETWORK
UNITED STATES DIVISION

DETROIT TRACON
NORTHEASTERN DIVISION

SUBJ: Detroit TRACON Standard Operating Procedures

This order prescribes standard operating procedures for use by Air Traffic Control Specialists in the Cleveland ARTCC on the VATSIM network. Controllers are required to be familiar with the provisions of this order that pertain to their operational responsibilities and to exercise their best judgment if they encounter situations not covered herein.

It is emphasized that information continued herein is designed specifically for use in the virtual controlling environment. It is not applicable, nor should be referenced for live operations in the National Airspace System (NAS). The procedures continued within this order document how the positions are to be operated and, in conjunction with FAA Order 7100.10, 7100.65, and 7210.3, will be the basis for performance evaluations, training, and certification.

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Record of Changes

Change #	Effective Date			Operating Initials
	M	D	Y	
A	04	08	2010	GK
B	02	15	2012	GK
C	05	11	2020	WE
D	05	01	2021	WE

Explanation of Changes

REVISION A.
Initial.

REVISION B.
Unknown.

REVISION C.
This is a complete rewrite of the document which cancels D21 Order 7110.65B dated February 15, 2012.

REVISION D.
Reformat, fix typos.

Table of Contents

Chapter 1. Administrative

1.1 Purpose

This order, in accordance with and supplementary to FAA Order 7110.65, establishes the procedures that are to be used for operating the positions within the Detroit TRACON. The procedures contained within this order document how the positions are to be operated in conjunction with FAA Orders regarding evaluation, training, and certification. Controllers are required to be familiar with the provisions of this order that pertain to their operational responsibilities.

1.2 Distribution

This order is distributed to Detroit TRACON personnel.

1.3 Cancellation

D21 7110.65C dated 05/03/2020 is hereby cancelled.

1.4 Explanation of Changes

The significant changes to this order are identified in the Record Order of Changes page(s).

1.5 Effective Date

This order is effective May 1, 2021.

1.6 Software Utilization

ZOB has standardized on the Virtual Radar Client (VRC) and vSTARS as its operating software of choice. Any reference to software in this and other Facility Orders are written with VRC and vSTARS in mind. Controllers utilizing alternative VATSIM radar clients shall consult with ZOB Facility Engineer regarding the applicability of software settings to their client of choice.

Chapter 2. General

2.1 Operational Positions and Associated Frequencies

All controllers shall adhere to the following standard when signing on a D21 position.

Callsign	Position	ID	Frequency
DTW_R_APP	Northwest Feeder	R	126.850
DTW_V_APP	Southwest Feeder	V	124.970
DTW_F_APP	Northeast Feeder	F	126.220
DTW_H_APP	Southeast Feeder	H	124.250
DTW_A_APP	West Final	A	124.050
DTW_B_APP	East Final	B	125.150
DTW_Z_APP	Third Final	Z	123.900
DTW_E_DEP	East Departure	E	132.020
DTW_W_DEP	West Departure	W	125.520
DTW_Y_APP	West Satellite	Y	118.950
DTW_D_APP	East Satellite	D	134.300
DTW_P_APP	North Satellite	P	132.350

2.2 Position Combination

Positions should be opened in the following order:

(1) DTW_F_APP
(2) DTW_E_DEP

Other positions may only be opened during events or with the permission of the ATM/DATM/TA/EC/CIC.

2.3 Runway Use

a. TMU must:
   (1) Advise all sectors of runway changes
   (2) Advise personnel of which aircraft will be the last aircraft to conduct approaches, and to depart under the current flow.

b. FLM/CIC must advise the following facilities of runway change:

(1) Adjacent approach controls
(2) YIP
(3) YQG of changes to or from west flow

2.4 Radar Usage Plan

D21 has several surveillance sources available:

a. Northville (DTW-C), a short-range ASR-9 radar site.
b. Detroit (DTW-A), a short-range ASR-9 radar site.
c. Canton (QDT), a long-range Air Route Surveillance Radar (ARSR) site intended as a short-term solution to provide radar data to D21.

When using vSTARS, Multi-Mode must be used as the primary radar source.

2.5 Miscellaneous

2.5.1 Consolidated Wake Turbulence Separation Requirements

D21 is authorized the use of procedures and separation minima contained in FAA Order JO 7110.126, Consolidated Wake Turbulence Separation Standards.

2.5.2 Release of Control

Transfer of communication will constitute transfer of control for all intra-facility handoffs. In exercising this control, the receiving controller assumes responsibility for separation from the transferring controller's aircraft or potential aircraft.

2.5.3 Reduced Separation on Final

a. Separation of 2.5 NM is authorized between aircraft established on the final approach course within 10 NM of landing runways 3R, 4L, 21L, 22R and 22L IAW JO 7110.65.
b. Should conditions prohibit the exercise of, or warrant suspension of this procedure, DTW will ensure the phrase "2.5 NA" appears on the DTW and D21 SIA pages of the IDS-4.

2.5.4 Procedures for Class B Access

Provide Class B airspace access on a workload-permitting basis, to all IFR/VFR aircraft requesting this service. This includes aircraft operating to or from satellite airports, as well as en-route aircraft. VFR aircraft should not normally be issued an IFR altitude to maintain.

NOTE*— Positions are delegated the airspace 500 feet below their base altitude for VFR/Class B use.*

a. Make every reasonable effort to provide an alternate route through Class B airspace if unable to approve the route requested by the pilot.
b. When it is not possible to issue a clearance, time permitting, inform the pilot of the reason, expected delay and suggested course of action.
c. If an aircraft is not in your delegated airspace, assign the aircraft the appropriate sector frequency.
d. If an aircraft is in your delegated airspace or initial entry into DTW delegated Class B airspace within 45 degrees either side of the approach course in use:
    (1) Issue a Class B clearance.
    (2) Provide radar services.
    (3) Establish aircraft in the approach sequence.
e. If the aircraft is at an altitude that will allow for initial entry into DTW delegated Class B airspace outside of the area 45 degrees either side of the final approach course in use:
    (1) Start a STARS track or verbally point out the aircraft to DTW before changing the aircraft to DTW frequency.
    (2) Instruct the aircraft to remain outside of the Class B airspace and proceed to theVFR entry point depicted in D21/DTW LOA.
f. During simultaneous independent instrument approaches, D21 must establish all fixed- wing VFR aircraft in the approach sequence. Point out to Final Monitor when appropriate.

NOTE 1 *— Turbojet and all large aircraft must not be suppressed below the floor of the Class B airspace.*
NOTE 2 *— For DTW VFR Prop and Jet departure handling see the DTW/D21 LOA.*

2.5.7 Automated Point Out Procedures

Automated point out procedures may be used in lieu of verbal point out procedures in accordance with the JO 7110.65 and the following:

(1) For Mode C equipped aircraft, automated point outs must not be used without a validated Mode C. For Non-Mode C aircraft, actual aircraft altitude information must be entered into the STARS scratchpad.
(2) Automated point out procedures must not be used to point out aircraft to any ATCT, except as defined in a Letter of Agreement.
(3) Automated point outs may be used between different sensors (i.e. DTWA, DTWC, and/or QDT).
(4) The transferring controller must ensure all data block information is accurate prior to initiating an automated point out.
(5) The transferring controller must define the following in the STARS scratchpad:
    (a) Route of flight (e.g., V2), or
    (b) Exit fix (e.g., MAA, KAY), or
    (c) Destination airport (e.g., PTK, DTW, YIP), or
    (d) Heading information (e.g., H28), and
    (e) Assigned altitude when climbing or descending

2.5.8 Position Relief Briefings

All position relief briefings will be conducted in accordance with the requirements contained in JO 7110.65 Appendix B, JO 7210.3 and local procedures (see Appendix 8.3).

Chapter 3. Pre-Arranged Coordination Procedures

3.1 Authorization

Pre-arranged Coordination Procedures (P-ACP) allow one controller to penetrate another controller's airspace in a manner that ensures standard separation without individual coordination for each aircraft.

a. P-ACP is authorized only when using FUSION or ASR-9 with operating secondary surveillance radar.
b. If P-ACP is not practicable, or equipment failures necessitate, coordination must take place to suspend the procedure. The FLM/CIC will determine whether a temporary reallocation of airspace is needed. Otherwise normal point out procedures must be used.
c. When positions that are authorized to use P-ACP are combined to another control position, the P-ACP authorization transfers to the combined position.
d. Two positions of operation cannot be authorized to penetrate each other’s airspace simultaneously.

3.2 Responsibilities

a. Controller(s) using P-ACP must separate from traffic in the sector in which they are operating.
b. The controller(s) responsible for ensuring separation during the use of P-ACP must determine whether the lead aircraft requires wake turbulence separation behind it.
c. Both the controller in whose airspace P-ACP is being applied and the controller authorized to apply P-ACP must display the data block information of each other’s aircraft which must contain, at a minimum, the position symbol and altitude information.
d. The controller in whose airspace P-ACP has been authorized must notify the controller responsible for ensuring separation of the following:
    (1) All non-beacon aircraft.
    (2) Known aircraft without Mode C or with a non-verified ModeC.
    (3) Aircraft without associated full data blocks.
    (4) Aircraft with a target in coast mode, unless data block is immediately restored.

3.3 Procedures

The following positions are authorized to use P-ACP as depicted in Appendix 8.2.

3.3.1 EAST DEPARTURE

East Departure may use P-ACP

a. Within the lateral limits of East Departure airspace with Feeder.
b. Within the Northeast and Southeast Feeder airspace where there is no overlying departure airspace.

3.3.2 WEST DEPARTURE

West Departure may use P-ACP

a. Within the lateral limits of West Departure airspace with Feeder.
b. Within the Northwest and Southwest Feeder airspace where there is no overlying departure airspace.

3.3.3 EAST FINAL

East Final may use P-ACP within East Satellite airspace, as depicted in Appendix 8.2.1 and 8.2.2.

3.3.4 WEST FINAL

West Final may use P-ACP

a. Within 1.5 NM of the common boundary with North and West Satellite, and West Feeder; and within West Satellite airspace, as depicted in Appendix 8.1.3 and 8.1.4.
b. Within East Satellite airspace, as depicted in Appendix 8.1.5.

3.3.5 THIRD FINAL

Third Final may use P-ACP within East Final and West Final airspace.

3.3.6 EAST, NORTH AND WEST SATELLITE

Satellite controllers may use P-ACP within the lateral limits of their airspace with departure.

3.3.7 SOUTHWEST FEEDER

Southwest Feeder may use P-ACP within West Satellite airspace as depicted in Appendix 8.2.4.

3.3.8 SOUTHEAST FEEDER

Southeast Feeder may use P-ACP within East Satellite airspace as depicted in Appendix 8.2.5.

Chapter 4. Feeder

4.1 General

4.1.1 Duties and Responsibilities

a. Feeder delegated airspace is depicted in Chapter 8.
b. Monitor and operate radios.
c. Inform aircraft what type of approach to expect, if different from advertised, and the assigned runway.
d. Manually update the altitude field on non-Mode Caircraft.
e. Do not deliver base aircraft in a descent to the final controller unless separation is ensured with downwind aircraft descending to the altitudes specified in paragraph 4-2-2.

4.2 Procedures

4.2.1 Scratchpad Entries

a. If an aircraft is assigned an RNAV (RNP) W approach, Feeder must issue the aircraft direct to the IAF for the approach

4.2.2 Handoff to Final

a. Handoff aircraft to the final controller at the altitudes in the tables below:

South Flow

Arrival Location	Landing Runway	Dual Altitude	Triple Altitude
West Downwind	22R	8,000 feet	8,000 feet
West Downwind	22L	8,000 feet	10,000 feet
West Base	22R	6,000 feet	6,000 feet
West Base	22L	6,000 feet	9,000 feet
East Downwind	21L	8,000 feet	8,000 feet
East Downwind	22L	8,000 feet	10,000 feet
East Base (TPGUN/Vector)	21L	7,000 feet	7,000 feet
East Base (FERRL)	21L	6,000 feet	6,000 feet
East Base (TPGUN/Vector)	22L	7,000 feet	9,000 feet
East Base (FERRL)	22L	6,000 feet	9,000 feet

North Flow

Arrival Location	Landing Runway	Dual Altitude	Triple Altitude
East Downwind	03R	8,000 feet	8,000 feet
East Downwind	04R	8,000 feet	10,000 feet
East Base (KLYNK)	03R	6,000 feet	6,000 feet
East Base (CRAKN/Vector)	03R	7,000 feet	7,000 feet
East Base (KLYNK)	04R	6,000 feet	9,000 feet
East Base (CRAKN/Vector)	04R	7,000 feet	9,000 feet
West Downwind	04L	8,000 feet	8,000 feet
West Downwind	04R	8,000 feet	10,000 feet
West Base (HAYLL)	04L	5,000 feet	5,000 feet
West Base (LECTR/Vector)	04L	6,000 feet	6,000 feet

West Flow

Arrival Location	Landing Runway	Dual Altitude
South Downwind	27L	8,000 feet
South Base	27L	6,000 feet
North Downwind	27R	8,000 feet
North Base	27R	7,000 feet

4.3 Holding Procedures

When advised by TMU that holding is in effect at an outer fix:

a. Provide all inbound holding aircraft with an EFC time.
b. Do not authorize aircraft to depart a holding fix inbound without approval from TMU.

Chapter 5. Final Positions

5.1 Duties and Responsibilities

a. Monitor and operate radios and interphones
b. Final airspace is depicted in Chapter 8.
c. Satellite sectors release control to Final for descent and airspeed changes within satellite-delegated airspace for aircraft operating on the SYKOE and GRBAC transitions to instrument approaches at DTW.
d. The following table contains spacing between each runway pair at DTW:

Runway	Runway	Spacing
21L/03R	21R/03L	2,000 feet
21L/03R	22L/04R	5,800 feet
21L/03R	22R/04L	8,800 feet
21R/03L	22L/04R	3,800 feet
21R/03L	22R/04L	6,800 feet
22L/04R	22R/04L	3,000 feet
27R/09L	27L/09R	6,550 feet

5.2 Final Radar

5.2.1 Approach Separation Responsibility

Final controllers are responsible for separation between aircraft on the same and parallel final approach courses:

a. During unmonitored approaches, until the airspace boundary.
b. During monitored approaches, until the aircraft checks in with DTW.

5.2.2 Vectoring Aircraft to a Closed Runway

D21 must advise the affected flight crew(s) prior to turning them onto the final of the following:

a. The aircraft is being vectored for an approach to a closed runway.
b. The expected runway opening time.
c. When vectoring for an approach to the closed runway, the first aircraft in the sequence should be no closer than ten (10) mile final at the time the runway is expected to open.
d. If the runway does not open as scheduled, pullout procedures should be applied to the affected aircraft as appropriate.

5.3 Approach Procedures

5.3.1 Approaches to Parallel Runways

During approaches to parallel runways,

a. Visual approaches may be conducted in conjunction with instrument approaches.
b. Runways are considered the high or low runways as follows:

High Runway	Low Runway	Third Runway
21L/03R	22R/04L	22L/04R
21L/03R	22L/04R	
22L/04R	22R/04L	
27R	27L	

c. The following altitudes must be used:

Configuration	High Runway	Low Runway	Third Runway
Dual	At or above 5,000 feet	At or below 4,000 feet	N/A
Triple	5,000 feet, 6,000 feet	At or below 4,000 feet	At or above 7,000 feet

d. During configurations where multiple instrument approaches are conducted in conjunction with one or more visual approaches:
   (1) You must comply with turn-on altitudes and locations specified in the appropriate triple approach chart.
   (2) If you are conducting a visual approach, you must use the procedures in paragraph 5-3-2, “Visual Approaches,” in lieu of (1) above.
   (3) You must display map 92.

5.3.2 Visual Approaches

a. When visual approaches are advertised, all aircraft should be vectored for a visual approach to the extent possible.
b. Aircraft must be vectored to remain 3NM or more from the extended centerline of the nearest active runway until a visual approach clearance is issued and acknowledged or another form of separation exists.
c. When Third Final is not combined with East Final or West Final, aircraft being vectored to the third runway must:
   (1) Be vectored to intercept the final at or outside of BHOLD/CULOP, and

(2) Not descend out of 7,000 feet until turning base to final and cleared for an approach, and
(3) Cross LUPAY/HIMEX at or above 5,000 feet.
(4) When using these procedures, 5-3-2, b., above, does not apply to the third runway.

NOTE*— The intent of 5-3-2, c., is that when there are three controllers vectoring to three final approach courses at DTW the procedures in 5-3-2, c., must be used.*

d. The minimum ceiling to vector for visual approaches at DTW is 1,900 feet.
e. In addition to JO 7110.65 requirements, final controllers must use the altitudes in 5-3-1, c. to provide vertical separation between opposite base/dog leg traffic until:
   (1) The controller can ensure that the aircraft will remain 3NM or more from the nearest active parallel final approach course until a visual approach clearance is issued, or
   (2) Another form of separation exists.

5.3.3 Approach Separation During Parallel Dependent Instrument Approaches
Final controllers are responsible for separation from the preceding aircraft on the parallel final approach course.

5.3.4 Single Runway, Dual Final Controllers
When approaches are being conducted to a single runway by dual Final controllers, use dual altitudes indicated in 5-3-1,c

5.3.5 Simultaneous Independent Instrument Approaches
a. Prior to commencing simultaneous independent approaches, the C2 position must be staffed unless adequate resources are not available.
b. To ensure procedural separation comply with the tables below. These fixes and their associated altitudes are the points at which aircraft are procedurally separated if they are established, cleared and on tower frequency. Joining the finals at fixes/altitudes inside those in the table must be coordinated.

Table 5-3-5

Runway Pair	RWY	Fix	Altitude
22R Z / 21L	21L	ROBBI	AOA 5000
	22R Z	TARAH	AOB 4000
22R Y / 21L	21L	ROBBI	AOA 5000
	22R Y	MMOTR	AOB 4000
22R Y / 22L	22L	LUPAY	AOA 5000
	22R Y	GRDCY	AOB 4000
22L/21L	21L	ROBBI	AOA 5000
	22L	BHOLD	AOB 4000
22R Y / 22L / 21L	21L	CLOSE BAR FAR BAR	AT 5000 5000B6000
	22L	DRBRN	AOA 7000
	22R Y	GRDCY	AOB 4000

Runway Pair	RWY	Fix	Altitude
04L Z / 03R	03R	LIONZ	AOA 5000
	04L Z	ASLLI ACIRA	AOB 3000 AOB 4000
04L Y / 03R	03R	LIONZ	AOA 5000
	04L Y	RUCOB COZZY	AOB 3000 AOB 4000
04L Y / 04R	04R	HIMEX	AOA 5000
	04L Y	RUCOB COZZY	AOB 3000 AOB 4000
04R / 03R	03R	LIONZ	AOA 5000
	04R	HIMEX CULOP	AOB 3000 AOB 4000
04L Y / 04R / 03R	03R	CLOSE BAR FAR BAR	AT 5000 5000B6000
	04R	JULEP	AOA 7000
	04L Y	RUCOB COZZY	AOB 3000 AOB 4000

Runway Pair	RWY	Fix	Altitude
27L / 27R	27L	ALWAZ DONYA	AOB 3000 AOB 4000
	27R	STANS	AOA 5000

c. Widely-Spaced Parallel operations without Final Monitors (only to runways 21L and 22R, or 3R and 4L) are authorized following the provisions set forth in JO 7110.65 and Waiver 18-T-02, which includes the mandatory use of the Track Conformance Altering Tool.

Chapter 6. Departures

6.1 Duties and Responsibilities

6.1.1 General Information

a. Departure airspace is depicted in Appendix
b. Jets that will enter a satellite controller's airspace must be issued 7,000 feet and a course to enter the receiving controller's airspace and handed off to the appropriate satellite position.
c. Departure aircraft should be handed off to the appropriate enroute sector overlaying the departure fix.
d. Upon completion of communications transfer from DTW, advise departure aircraft of radar identification and verify Mode C altitude information of aircraft via automation.

6.1.2 FNT Departures via LOALA

Acceptance of a redirected handoff of a FNT departure via LOALA constitutes approval to enter North Satellite airspace.

6.1.3 Release of Control

a. Feeder sectors release control to East and West Departure within feeder delegated airspace for aircraft established on and are **climbing via** an RNAV SID prior to entering Feeder airspace.

Chapter 7. Satellite Positions

7.1 Duties and Responsibilities

7.1.1 General Information

a. Satellite airspace is depicted in Chapter 8.
b. North Satellite must coordinate IFR releases of VLL with East Satellite.
c. North Satellite must coordinate IFR releases of Y47 with West Satellite.
d. The cage is depicted in Appendix 8.2. When using the cage, West Satellite must deliver traffic to East Satellite at 6,000 feet and East Satellite must delivery traffic to West Satellite at 5,000 feet.
e. Satellite sectors release control to Final for descent and airspeed changes within satellite delegated airspace for aircraft operating on the SYKOE and GRBAC transitions to instrument approaches at DTW.

7.1.2 Responsibilities

a. The initial controller must:
    (1) Ensure the aircraft has the current ATIS/RVR.
    (2) Ensure that the appropriate scratchpad information is displayed in the full data block.
    (3) Ensure accurate STARS data block acquisition for non-DTW departures.
b. Traffic flows between satellite radar positions must adhere to the even-up/odd-down flow. This consists of the following basic rules concerning aircraft assigned headings:
    (1) From 270 degrees clockwise to 089 degrees must be at even altitudes.
    (2) From 090 degrees clockwise to 269 degrees must be at odd altitudes.
    (3) The exception to this procedure is traffic through the cage between East Satellite and West Satellite.
c. Upon completion of communications transfer from DTW, inform departure aircraft of radar identification and verify Mode C altitude information of aircraft received via automation.
d. The simultaneous airspaces are depicted in Chapter 8.
e. Do not turn IFR aircraft onto opposing base/dog legs at the same altitude.

7.2 West Satellite

7.2.1 General

a. When DTW is using a runway 22R offset approach, the YIP runway 23L ILS should not be the advertised approach in use. West Satellite must APREQ all requests for the YIP runway 23L ILS with West Final or Final Coordinator.
b. Landing DTW:
    (1) North Flow: Handoff to West Final (A) at 4,000 feet.

(2) South Flow: Establish aircraft in downwind at 5,000 feet, and handoff to West Final.

7.2.2 Departures

a. Aircraft that will be handed off to departures must be on a westbound heading, remain clear of the lateral limits of DTW and Final Radar airspace, and assigned 5,000 feet.
b. MAARS departures may not be handed off to Departure Radar.
c. During south flow, aircraft may be handed off under the HANBL/VCTRZ corridor, southwest-bound at 3,000 feet.

7.3 East Satellite

7.3.1 DTW Arrivals

Aircraft landing at DTW must enter East Final airspace on a downwind heading and be handed off to East Final at 5,000 feet. Use of this procedure constitutes approval for East Final to enter East Satellite airspace at 5,000 feet within the lateral limits of East Final airspace.

7.3.2 Departures

a. Aircraft that will be handed off to departures must be on a southeast-bound heading, remain clear of the lateral limits of DTW and Final Radar airspace, and assigned 5,000 feet.
b. ZETTR, TRMML, and PISTN departures may not be handed off to Departure Radar during North Flow.
c. ZETTR and PISTN departures may not be handed off to Departure Radar during South Flow.
d. DUNKS and HARWL departures may not be handed off to Departure Radar.

7.4 North Satellite

7.4.1 DTW Arrivals

a.North Flow: Handoff to West Satellite.
b.South Flow: Handoff to West Final at 4,000 feet.

7.4.2 Departures

Aircraft that will be handed off to departures must:
a. MIGGY, KAYLN, DUNKS, HARWL, and CCOBB: Be on a westbound heading, remain clear of the lateral limits of DTW and Final Radar airspace, and assigned 5,000 feet. MIGGY departures may not be handed off to Departure Radar during South Flow.

b. All other fixes: Be on an east- or northeast bound heading, north of PTK, remain clear of the lateral limits of Final Radar airspace, and assigned 5,000 feet.

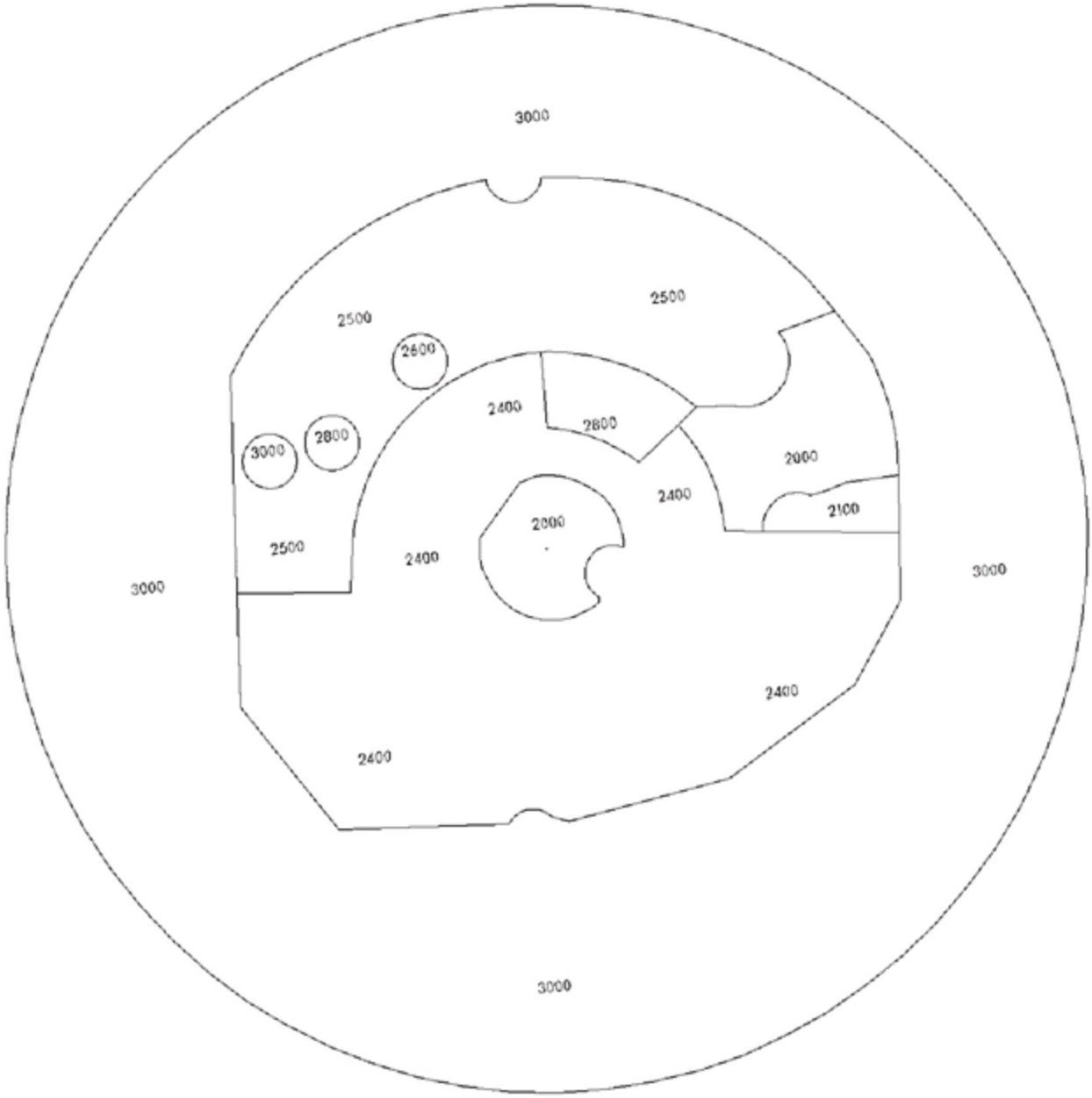
7.4.3 FNT Departures Via LOALA

A handoff of a FNT departure filed via LOALA that is redirected to East Departure (West Departure when on West Flow) constitutes approval for that aircraft to enter North Satellite airspace.

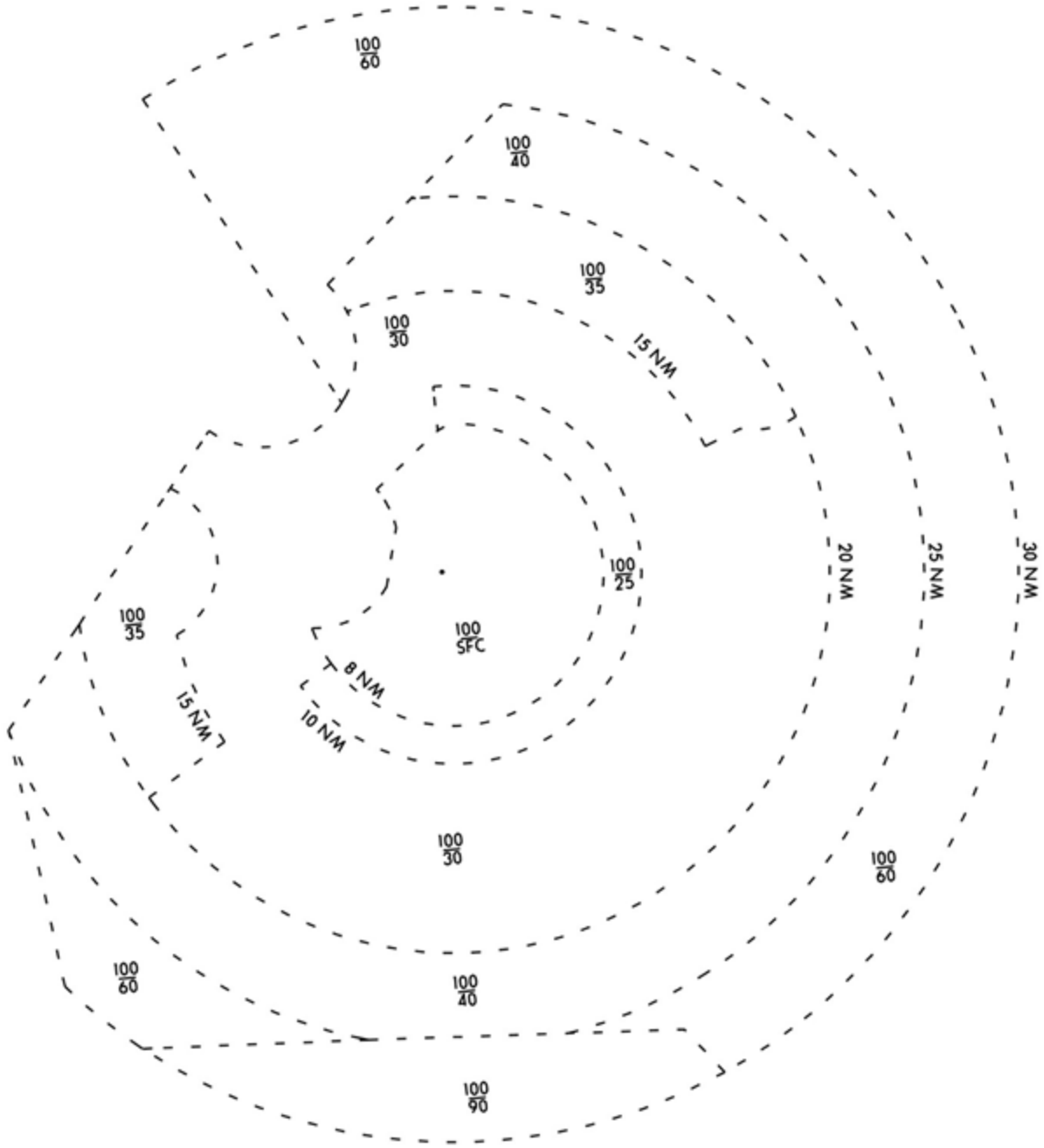
Chapter 8. Appendices

8.1 Maps

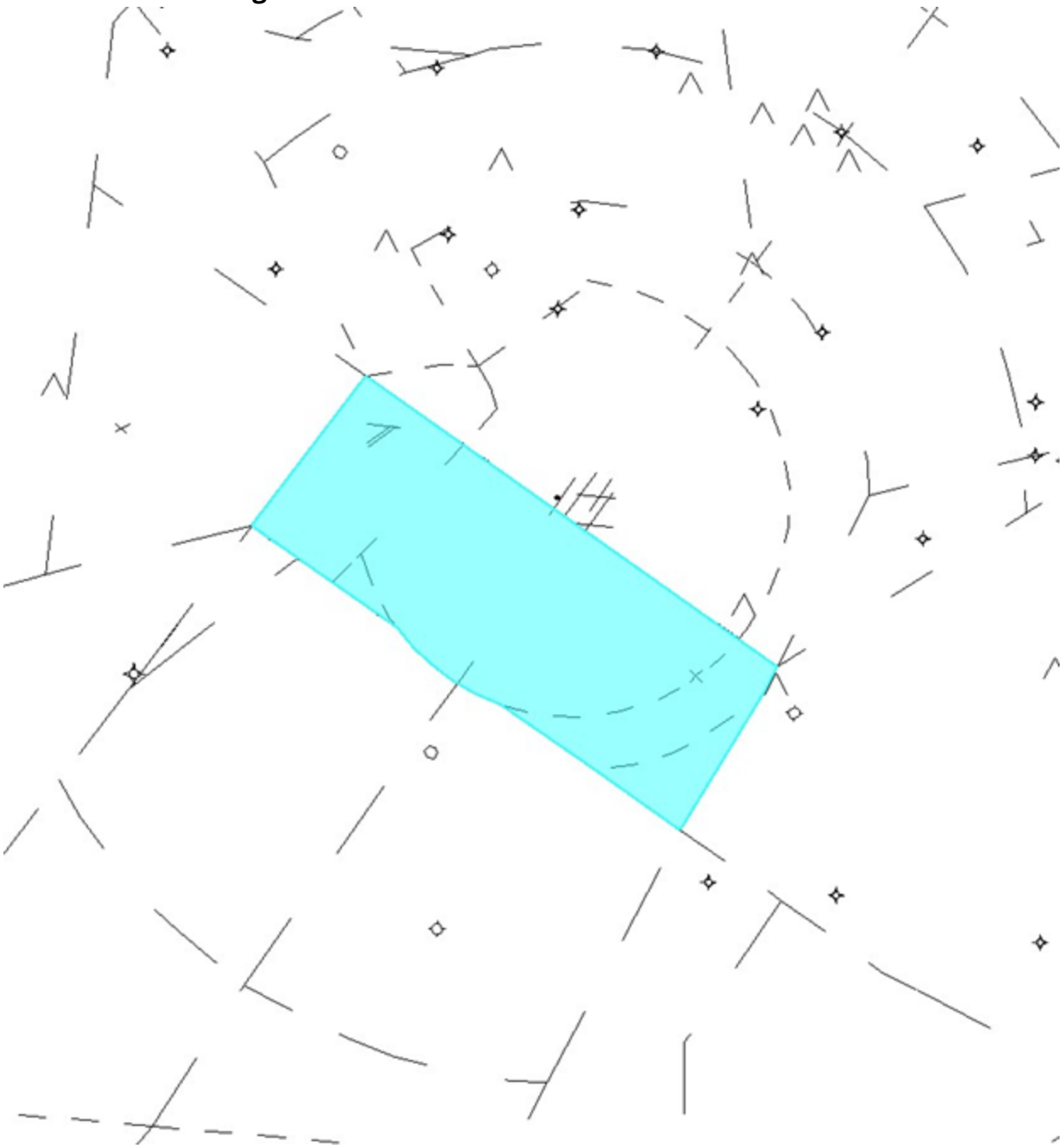
8.1.1 Minimum Vectoring Altitude Chart



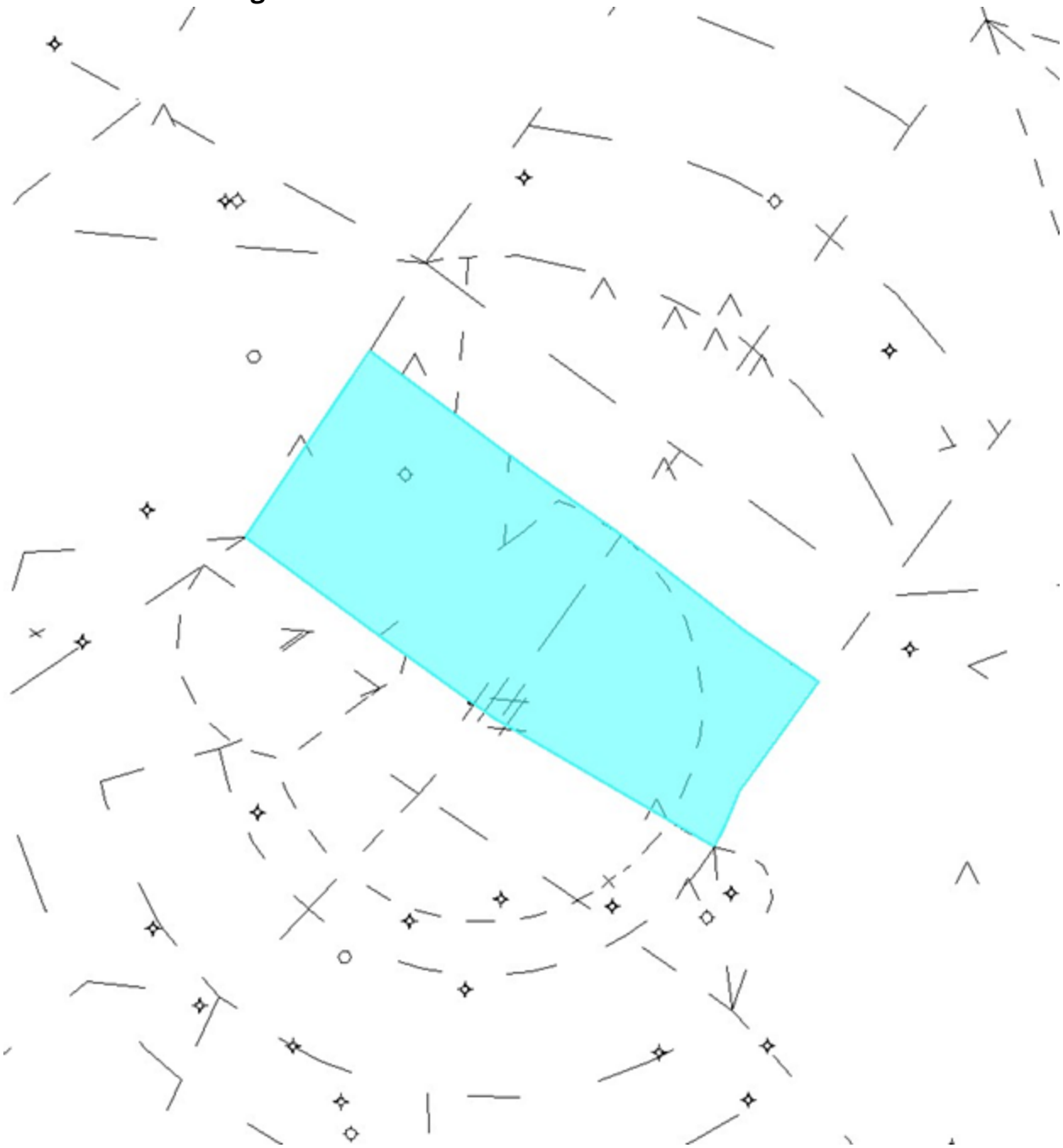
8.1.2 CLASS B Video Map



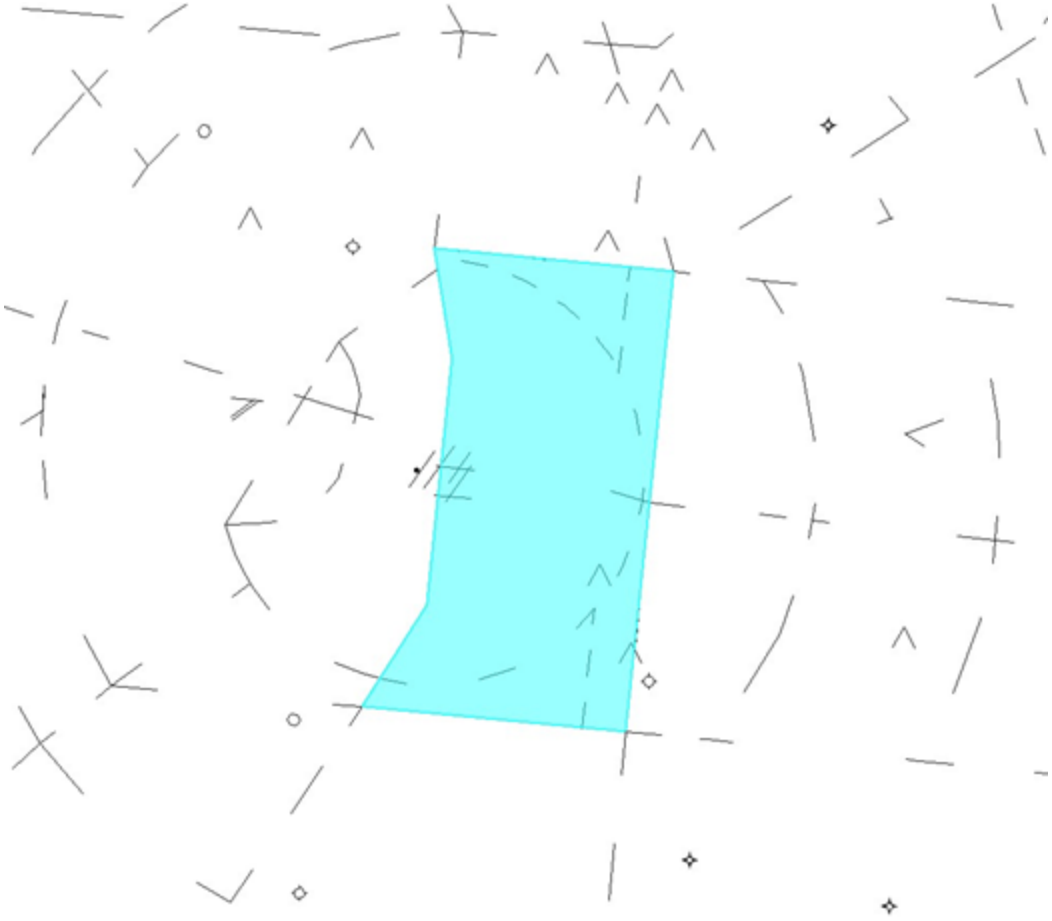
8.1.3 North Flow Cage



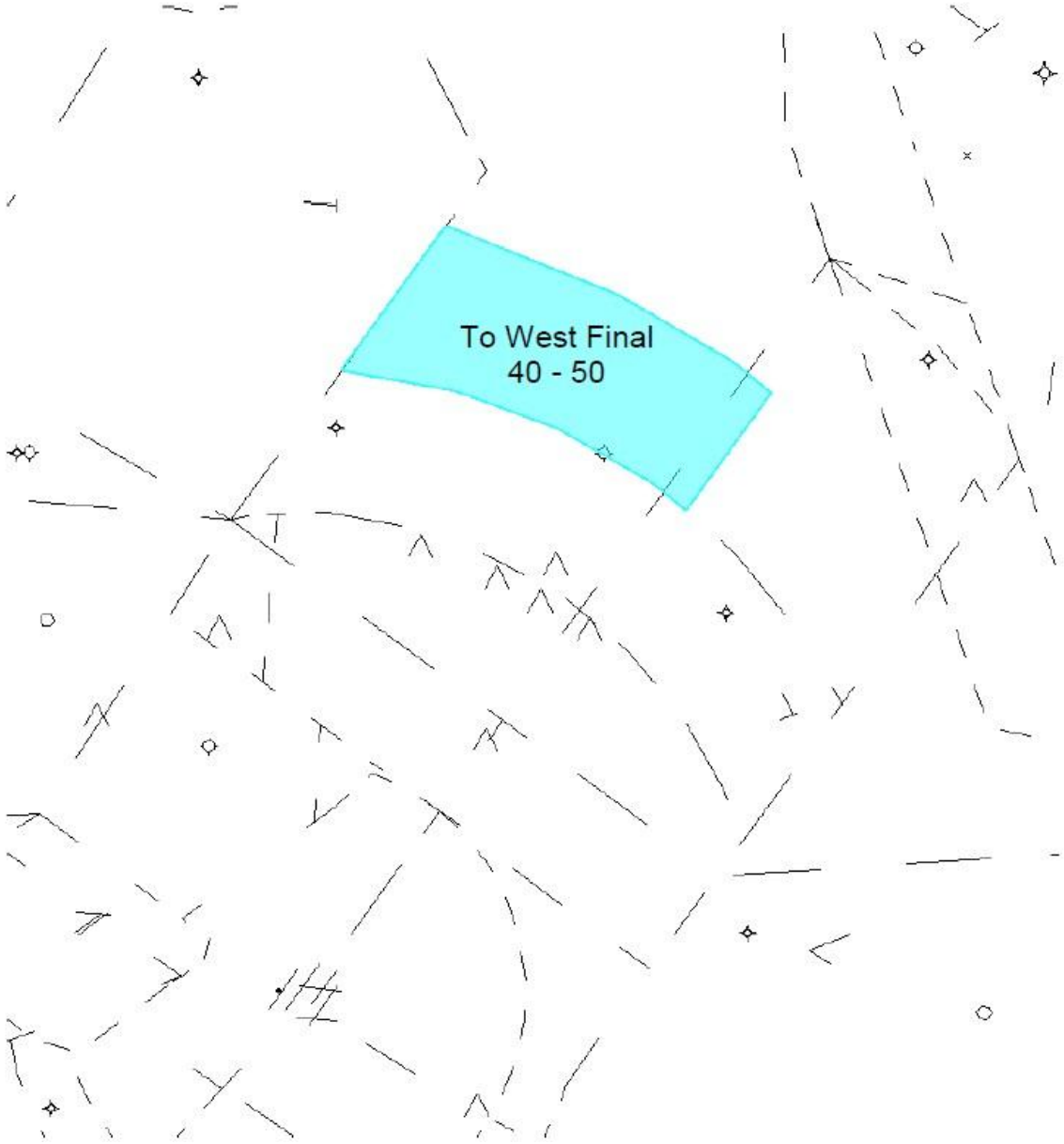
8.1.4 South Flow Cage



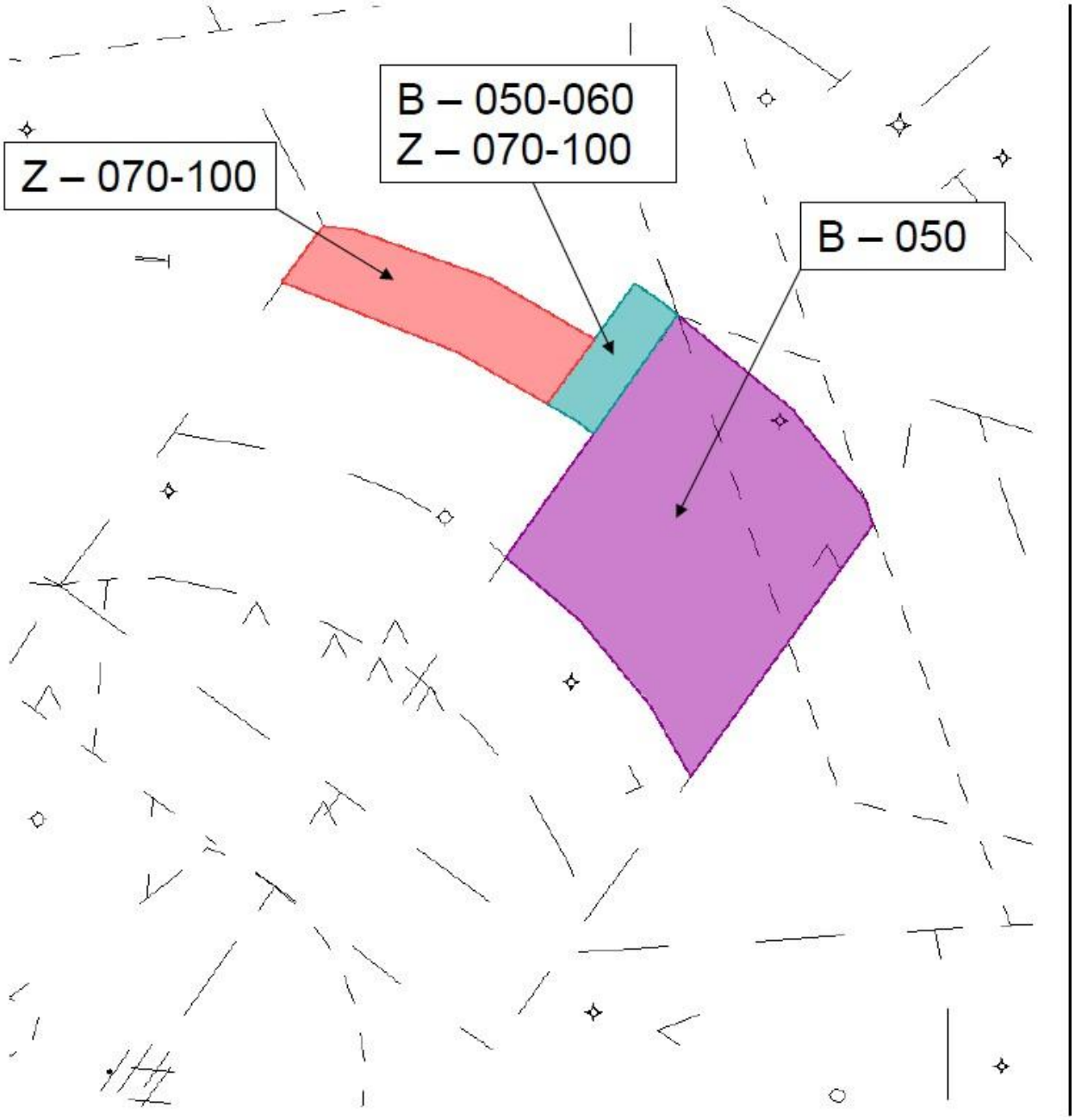
8.1.5 West Flow Cage



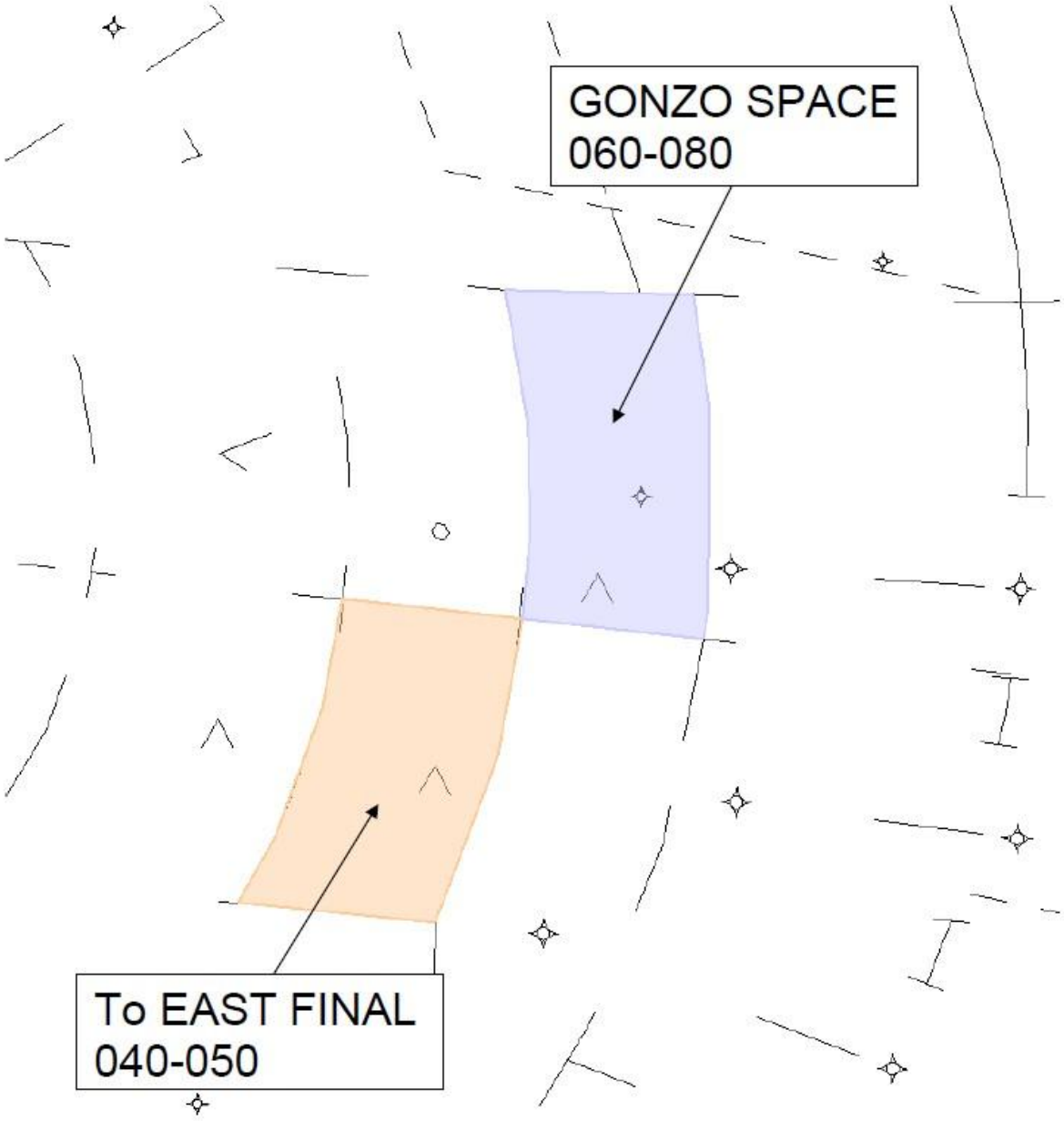
8.1.6 South Flow Dual Simultaneous Airspace



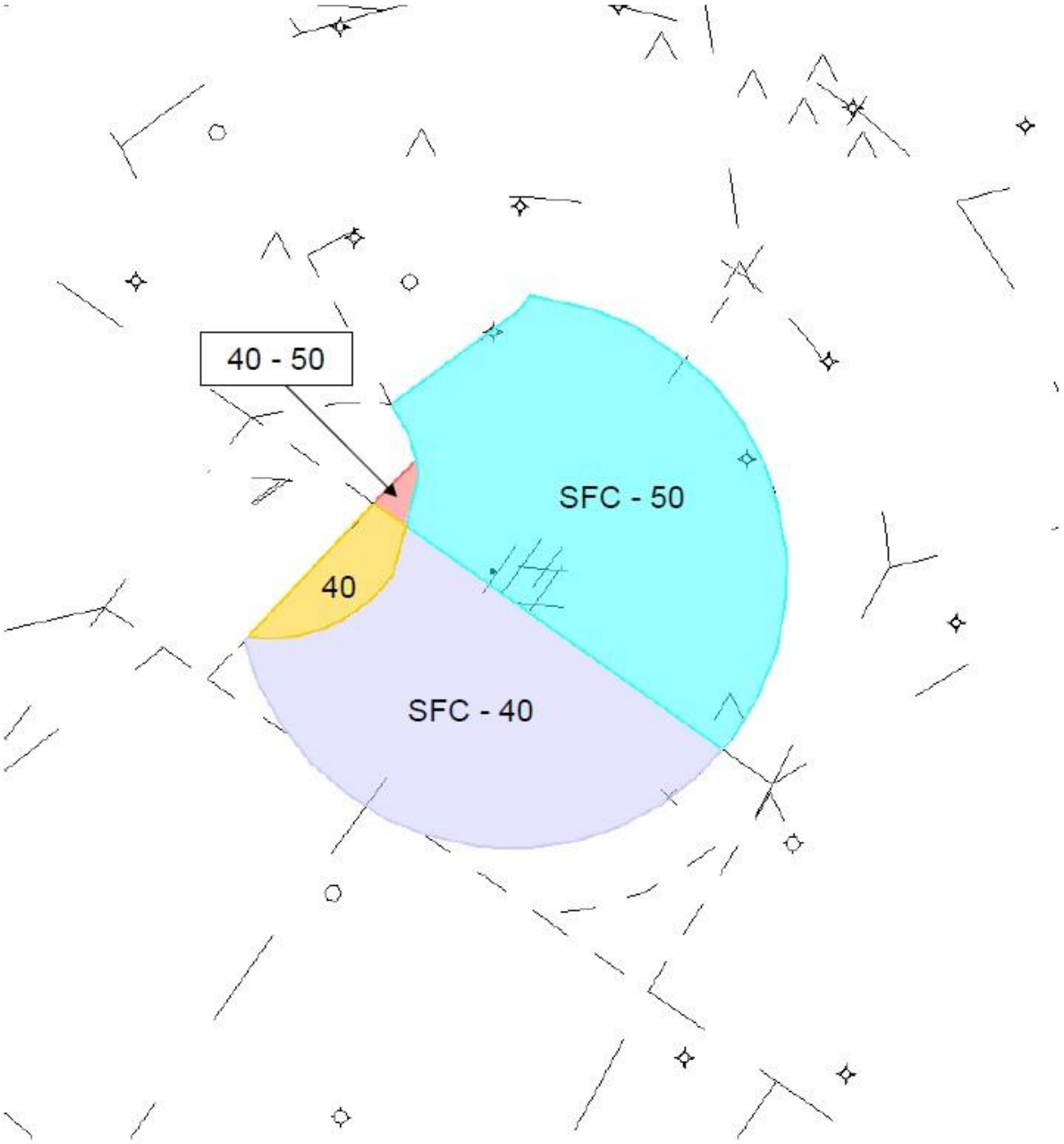
8.1.7 South Flow Triple Simultaneous Airspace



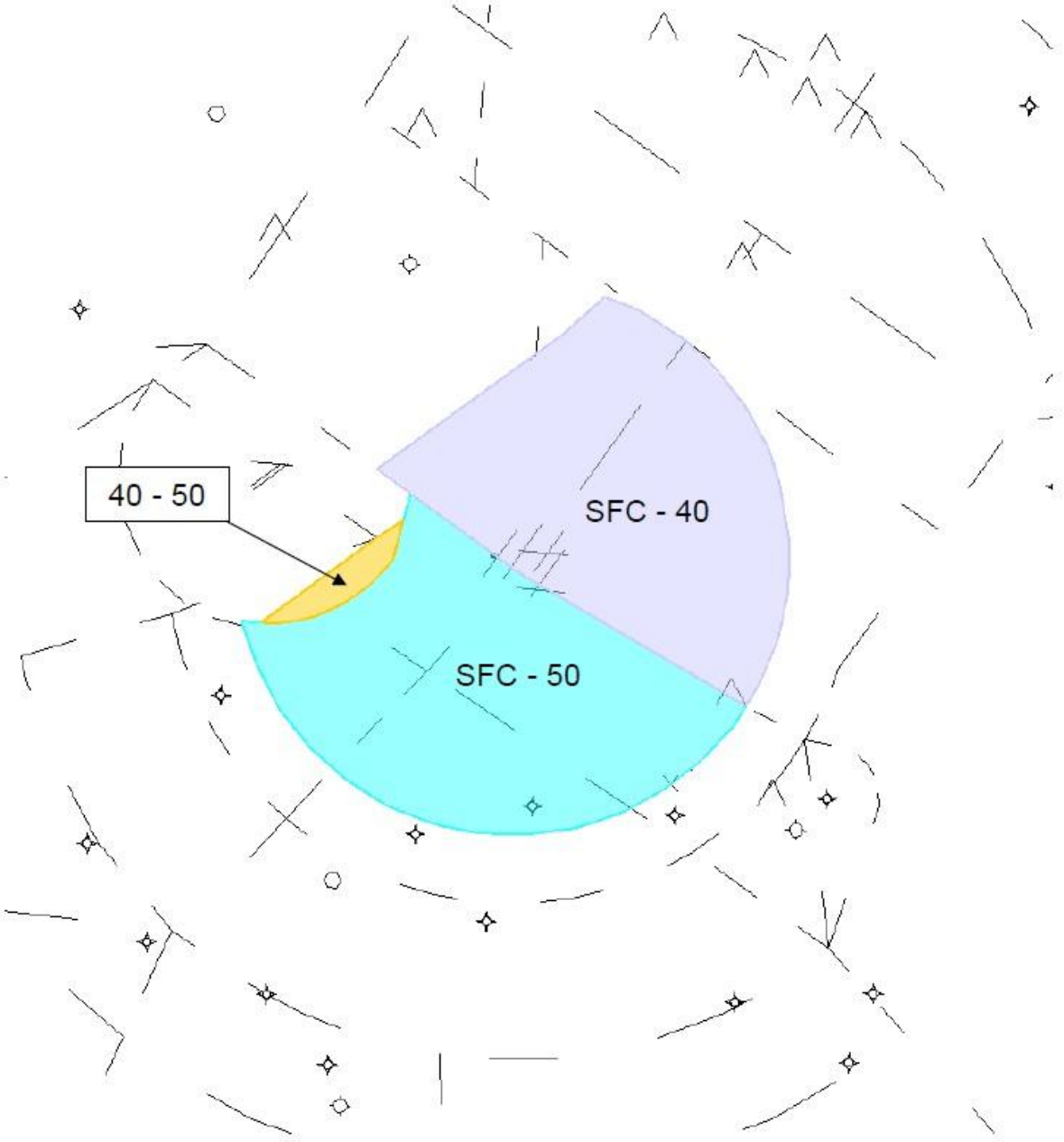
8.1.8 West Flow Simultaneous Airspace



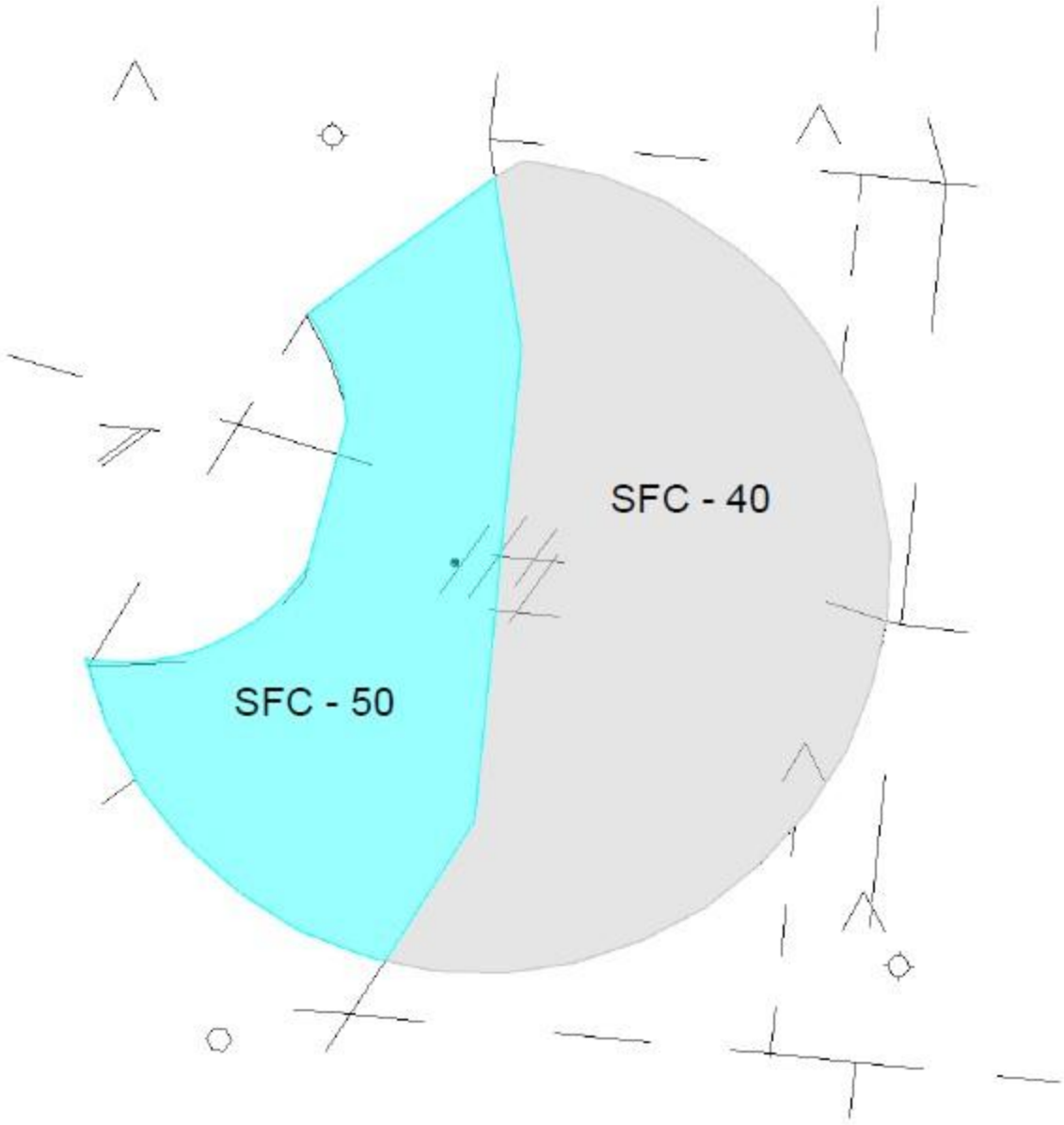
8.1.9 DTW ATCT DELEGATED AIRSPACE - NORTH FLOW



8.1.10 DTW ATCT DELEGATED AIRSPACE - SOUTH FLOW

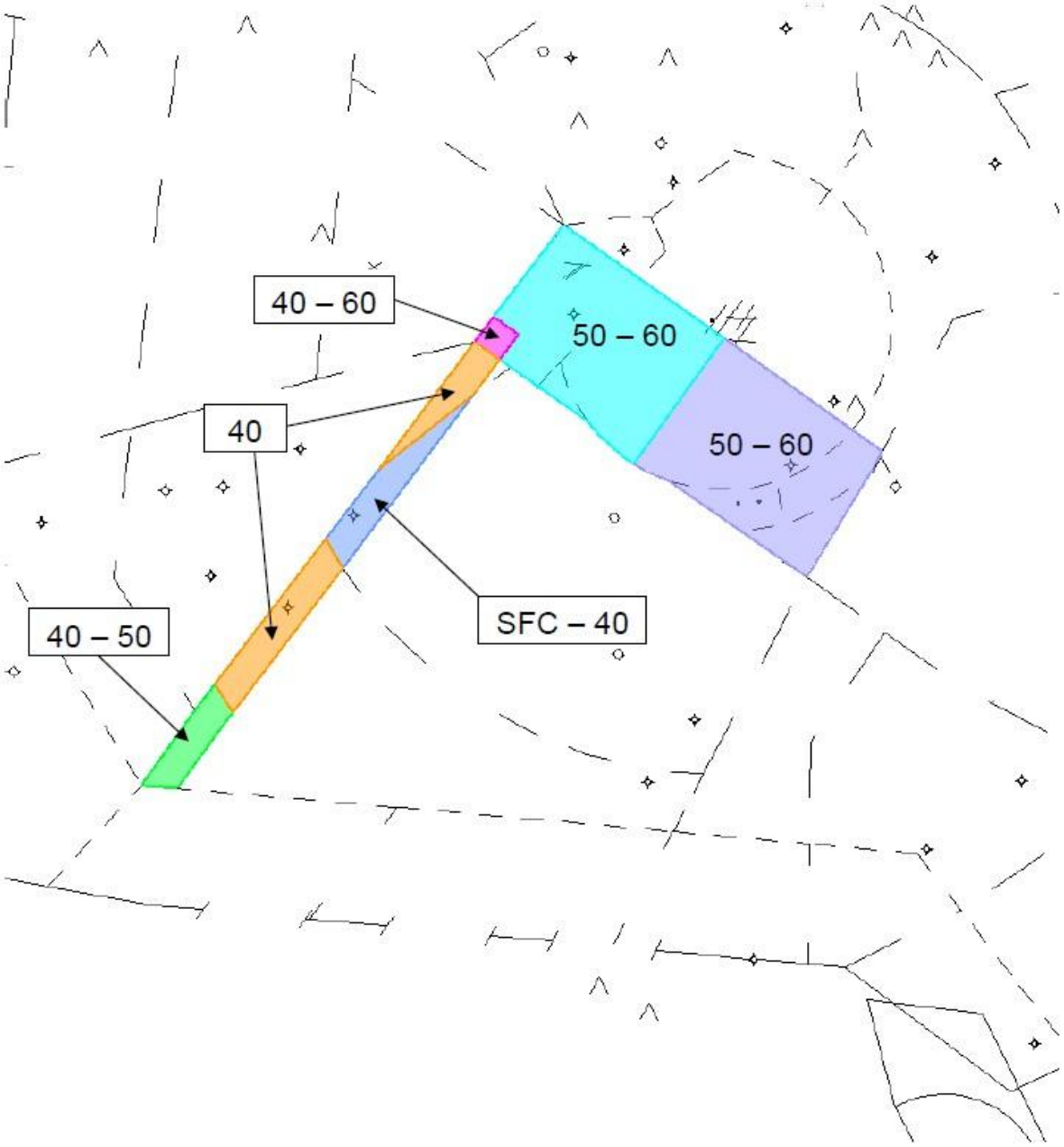


8.1.11 DTW ATCT DELEGATED AIRSPACE - WEST FLOW

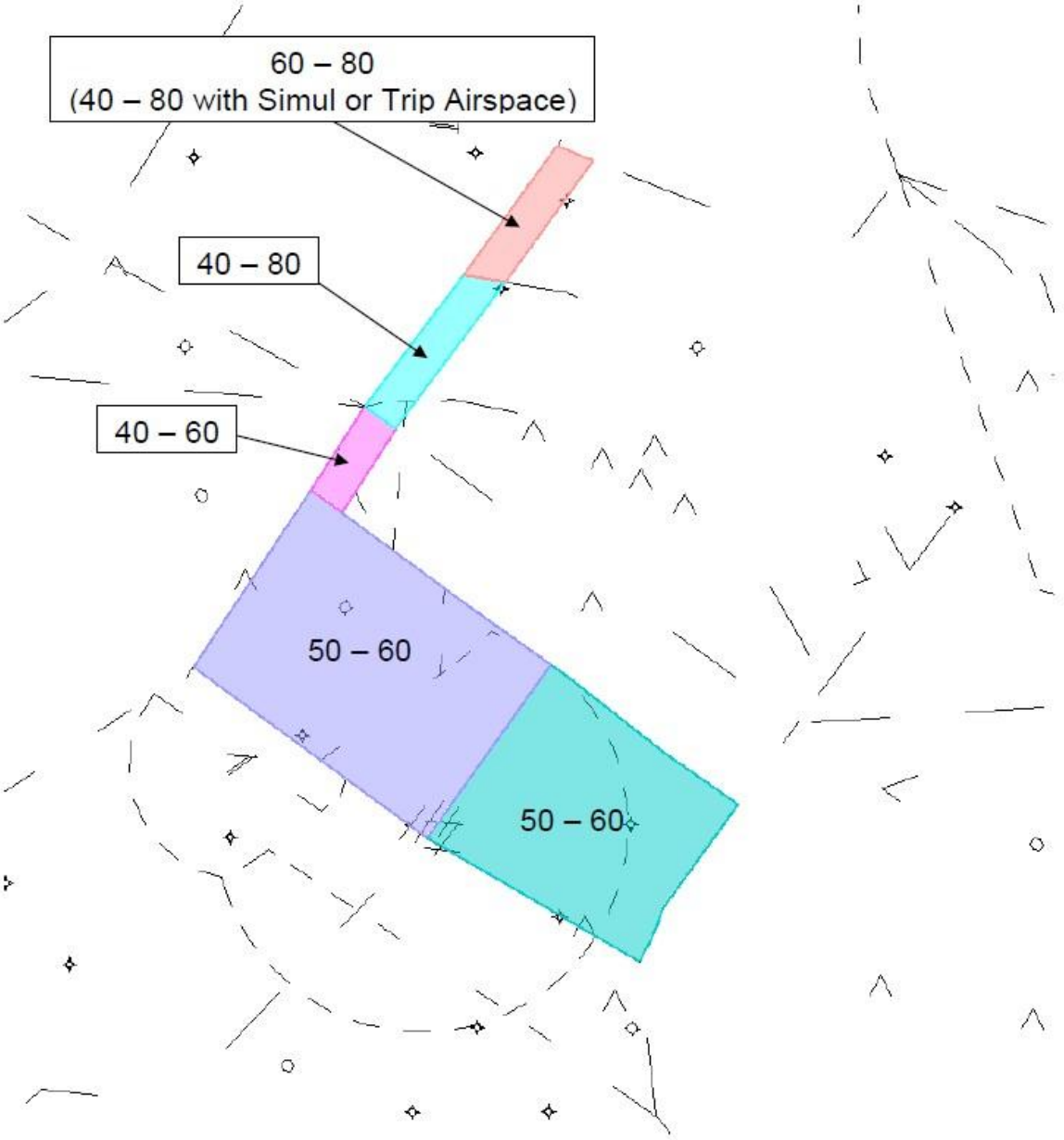


8.2 Prearranged Coordination Procedures Maps

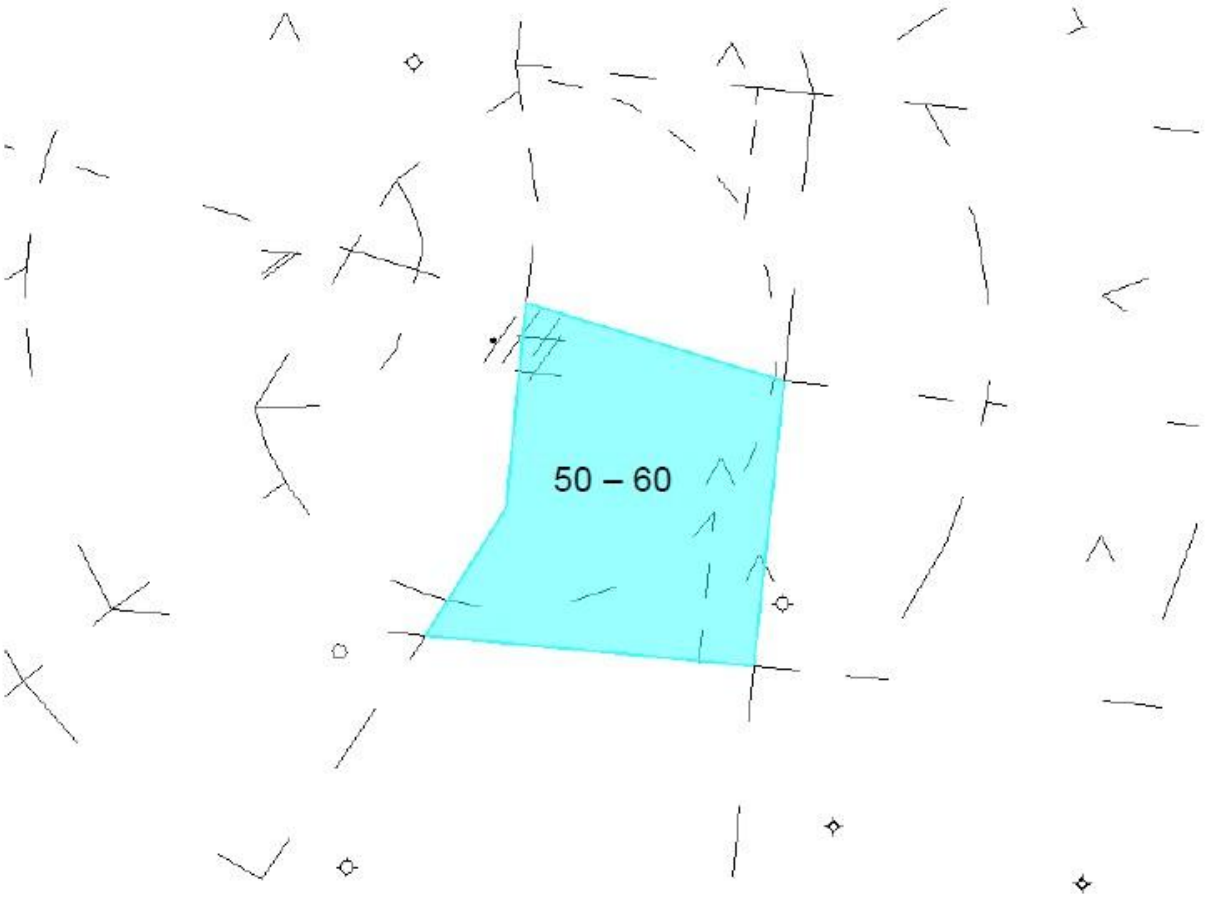
8.2.1 P-ACP NORTH FLOW – A IN Y, A WITH Y AND B IN D



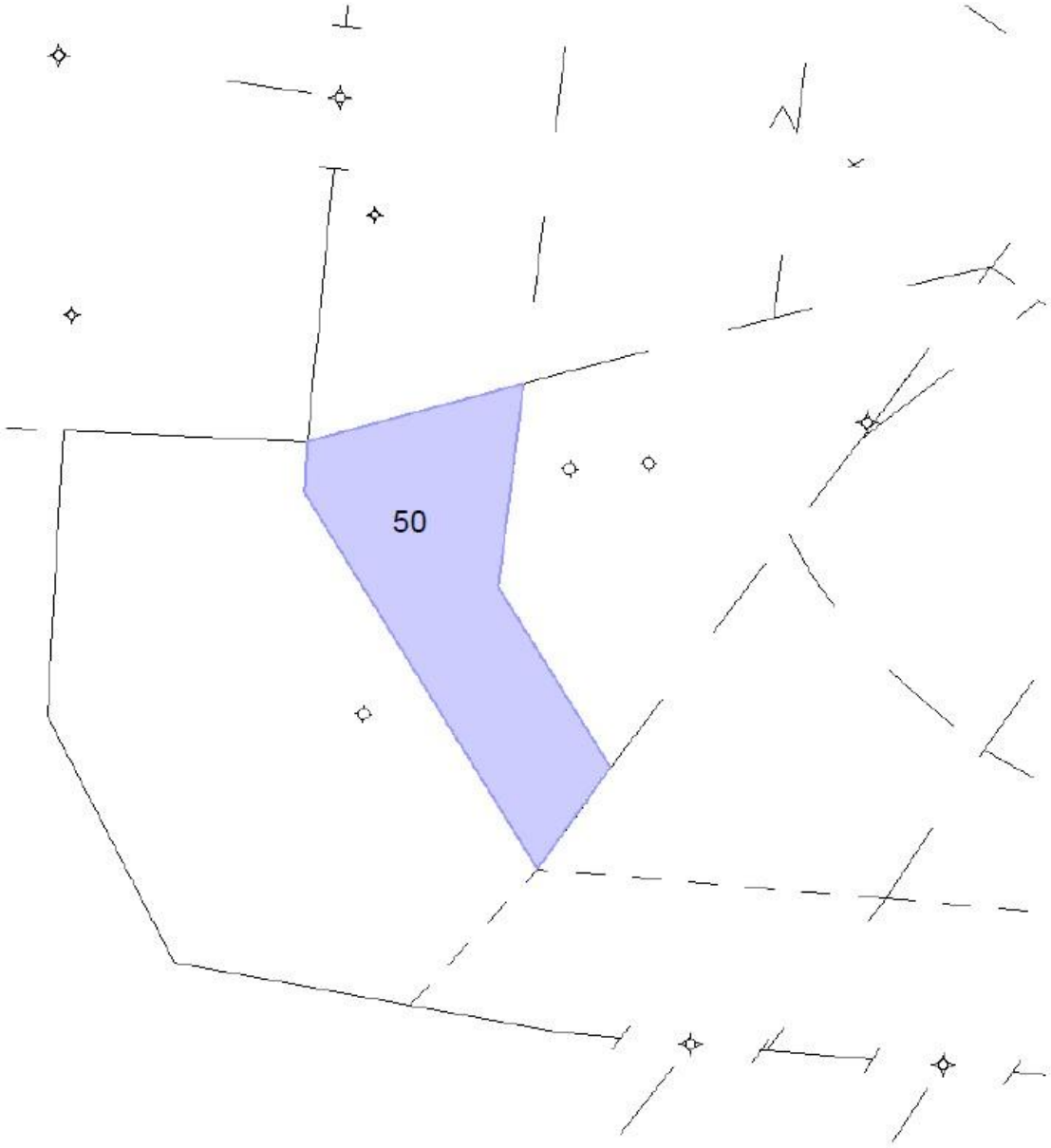
8.2.2 P-ACP SOUTH FLOW – A IN Y; A WITH Y, P, AND R; B IN D



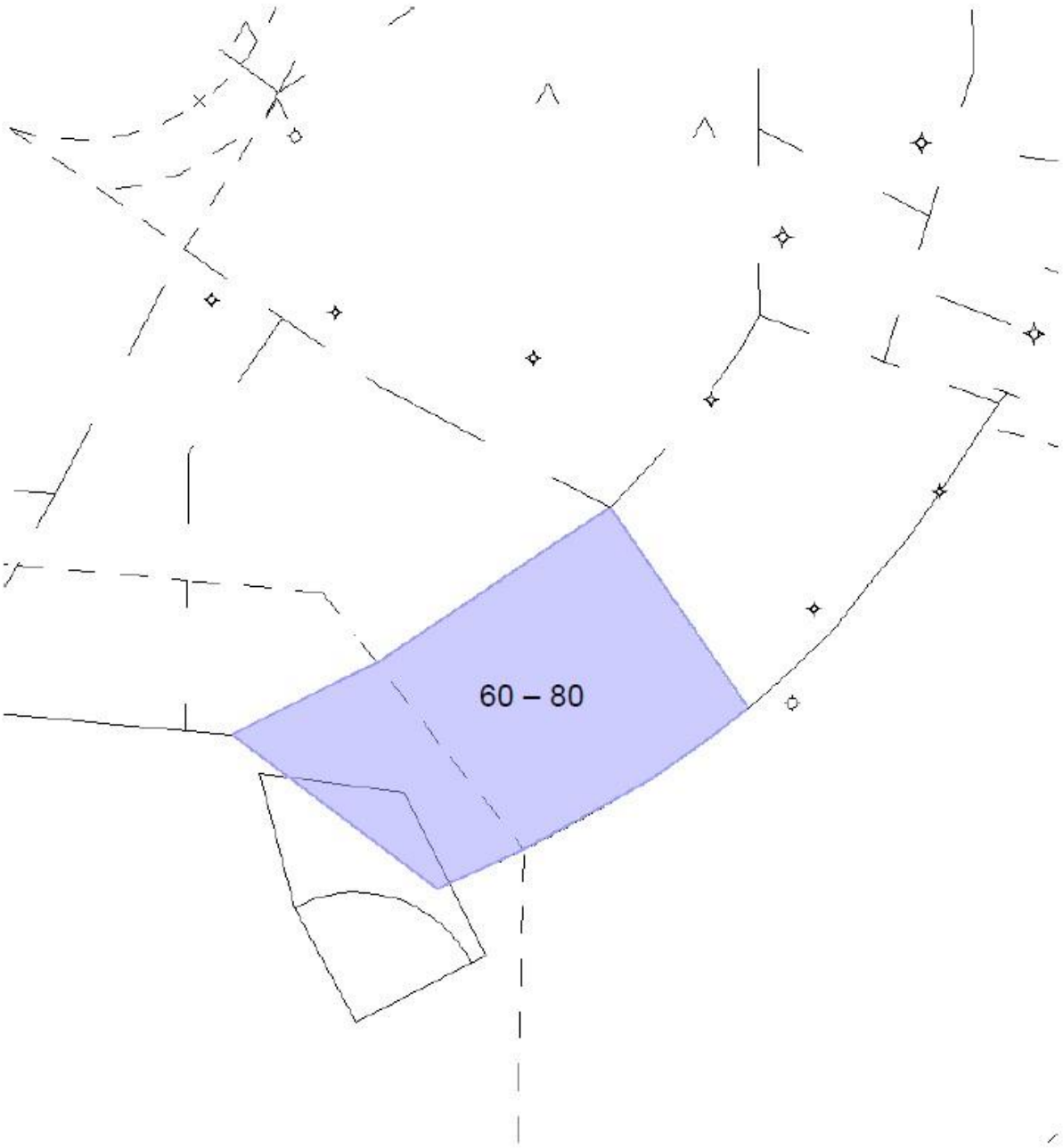
8.2.3 P-ACP WEST FLOW – A IN D



8.2.4 P-ACP NORTH FLOW – V IN Y

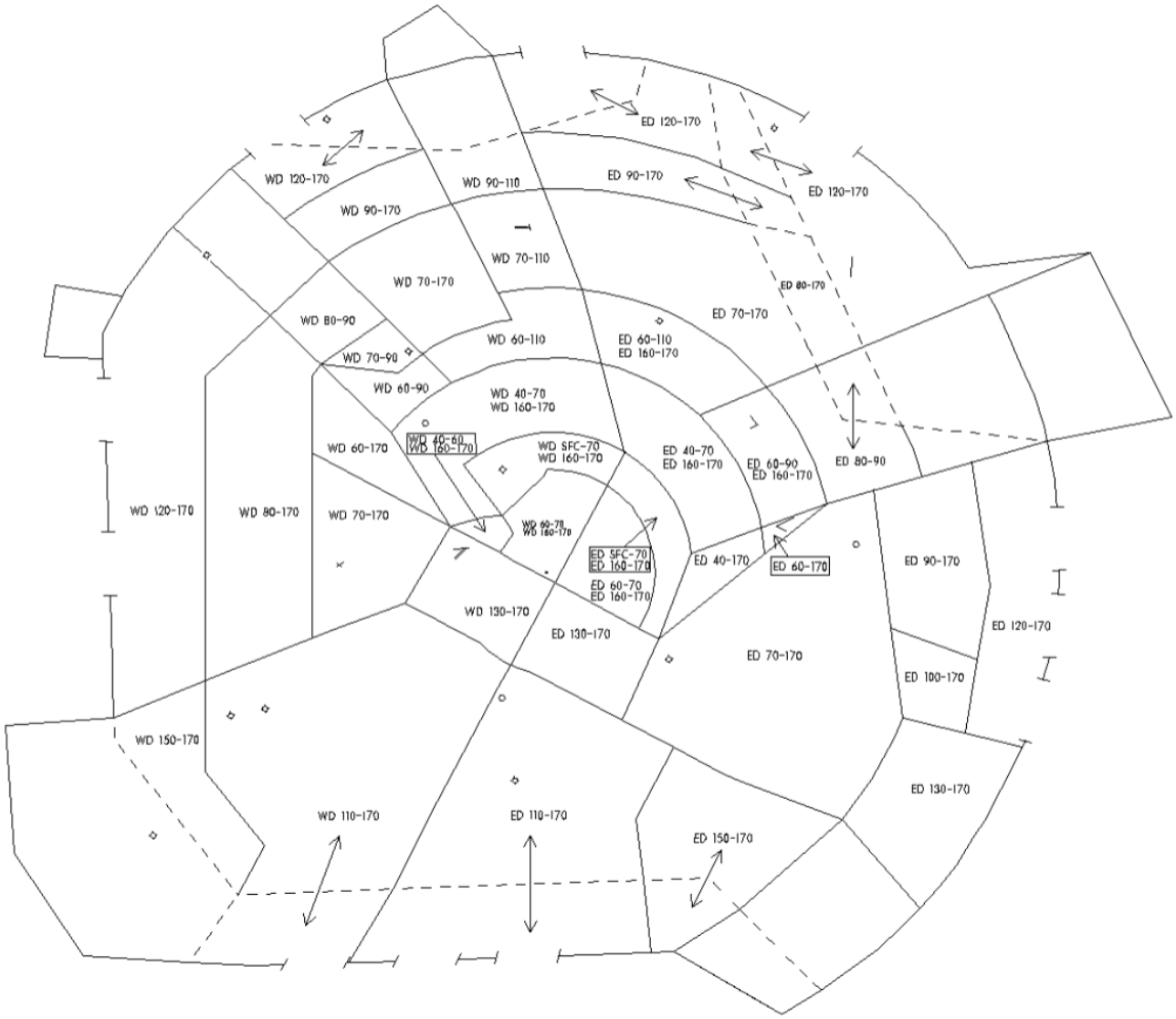


8.2.5 P-ACP NORTH FLOW – H IN D

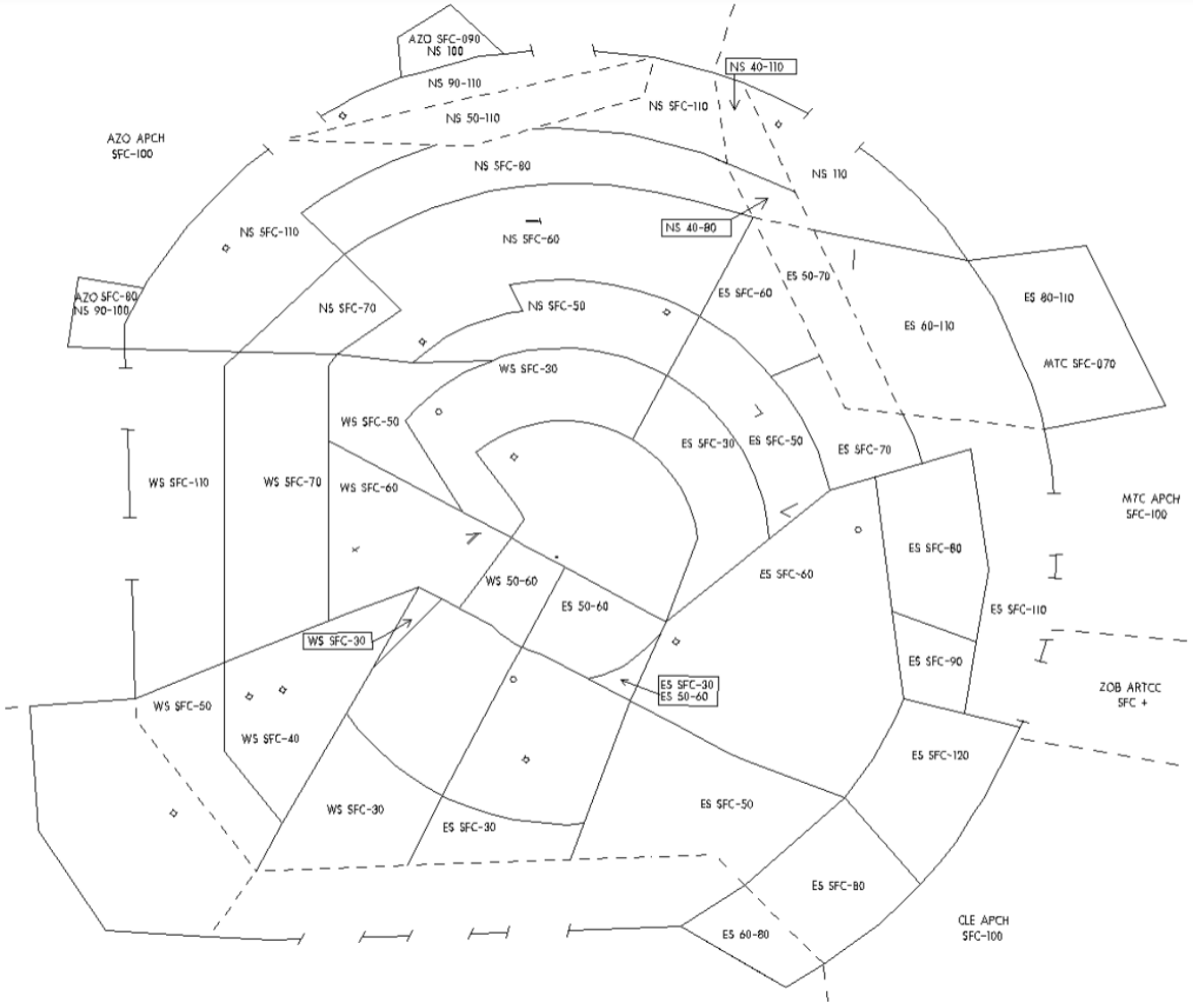


8.3 Position Display Maps

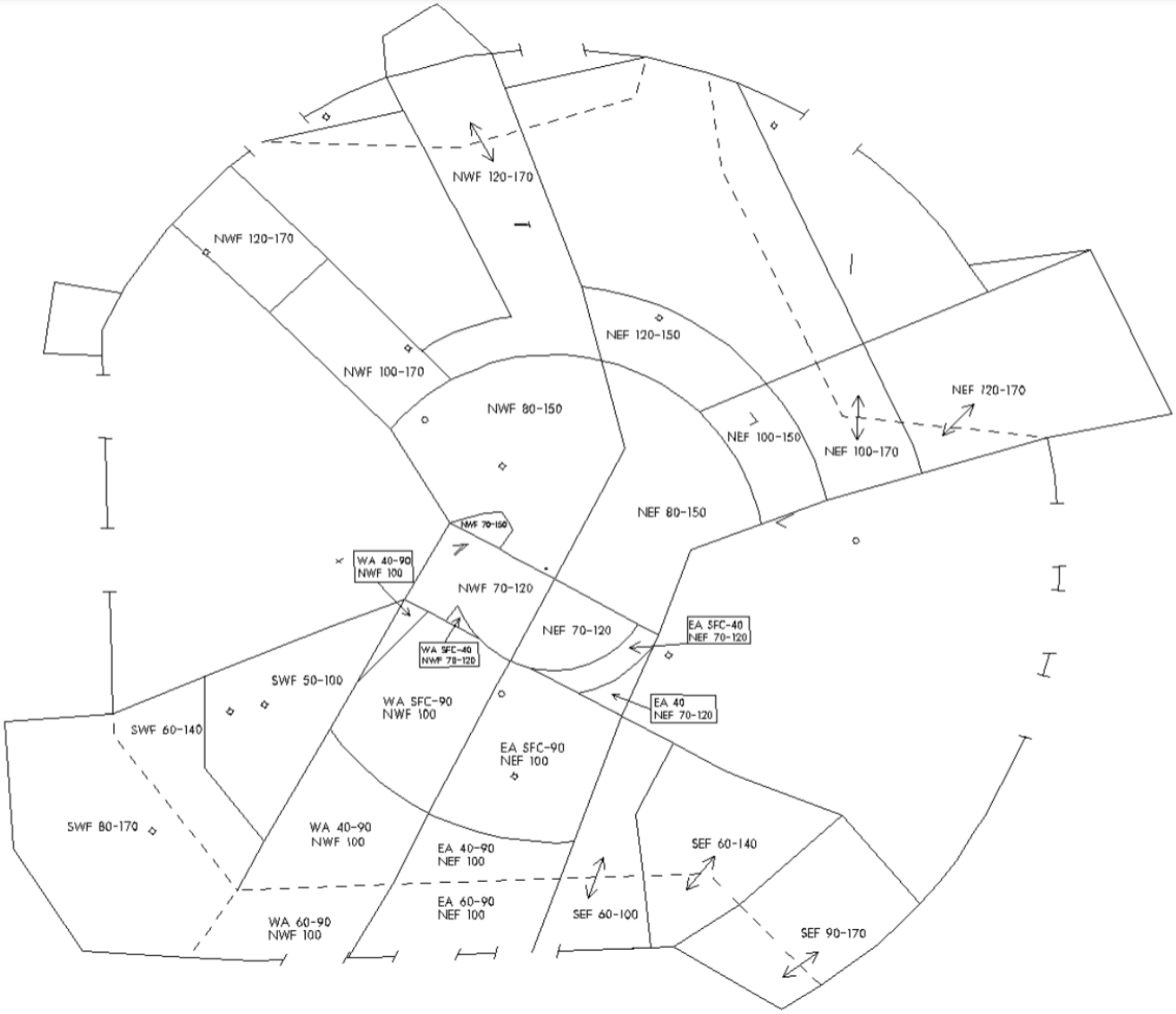
8.3.1 NORTH FLOW DEPARTURE AIRSPACE



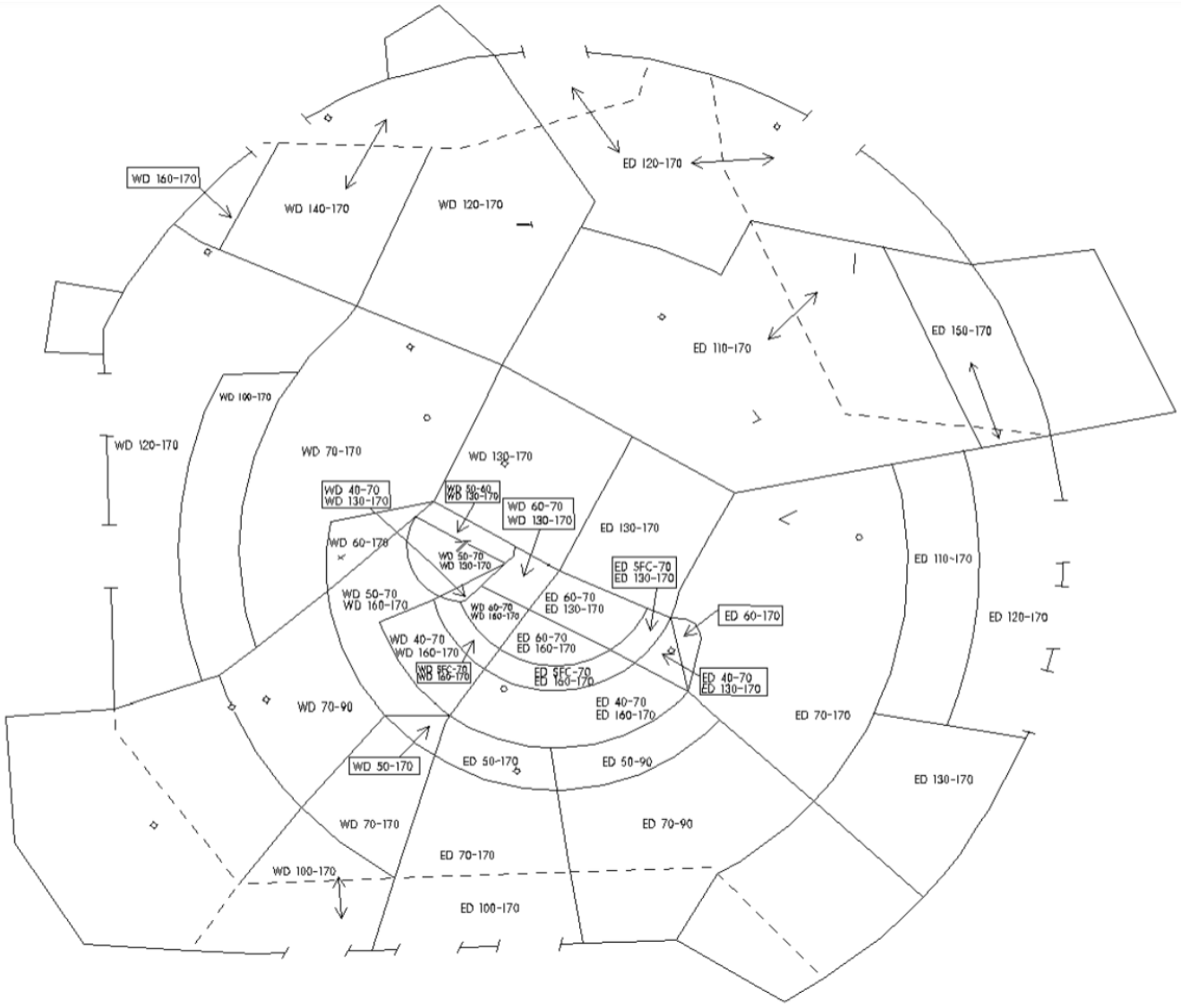
8.3.2 NORTH FLOW SATELLITE AIRSPACE



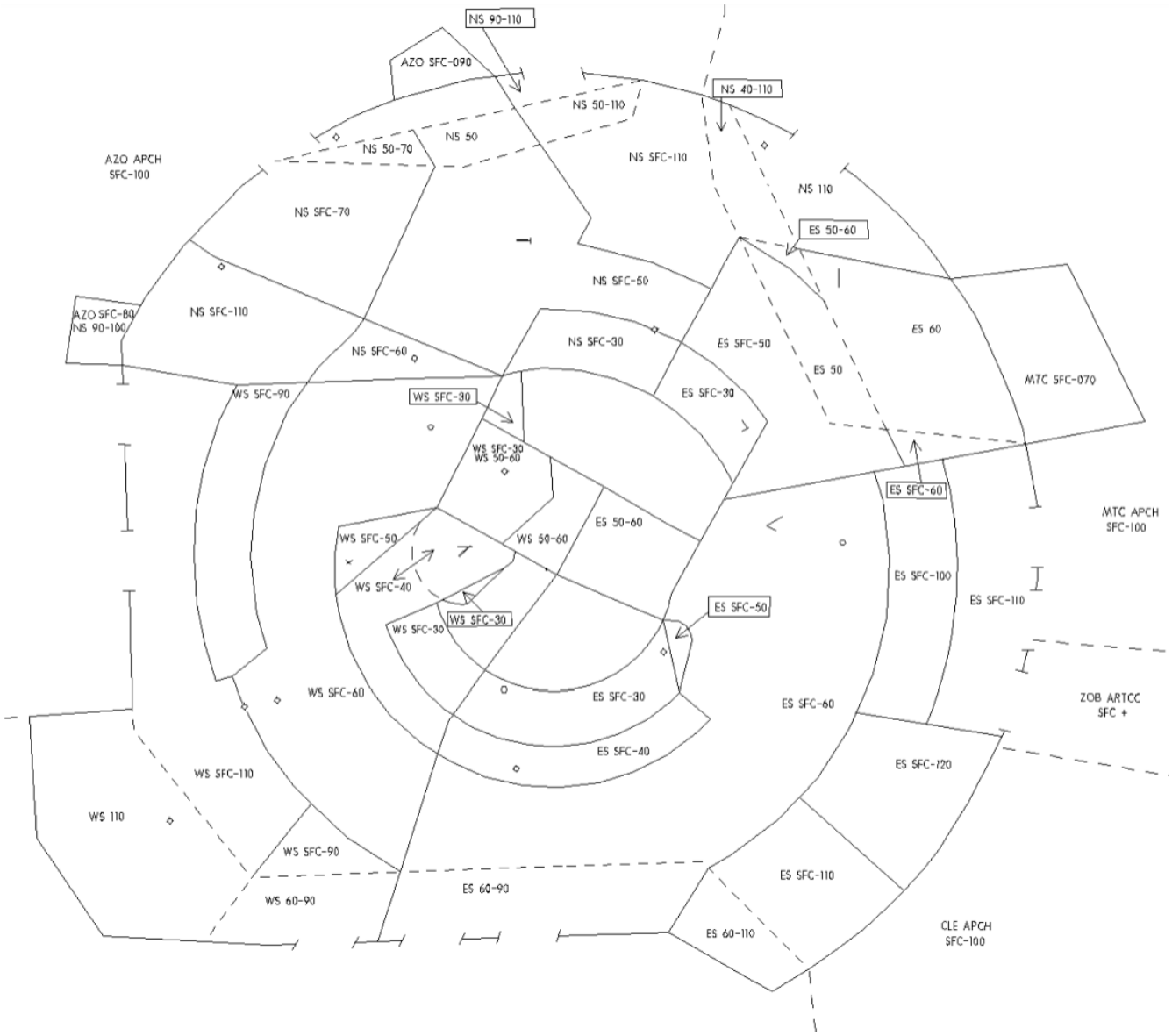
8.3.3 NORTH FLOW ARRIVAL/FEEDER AIRSPACE



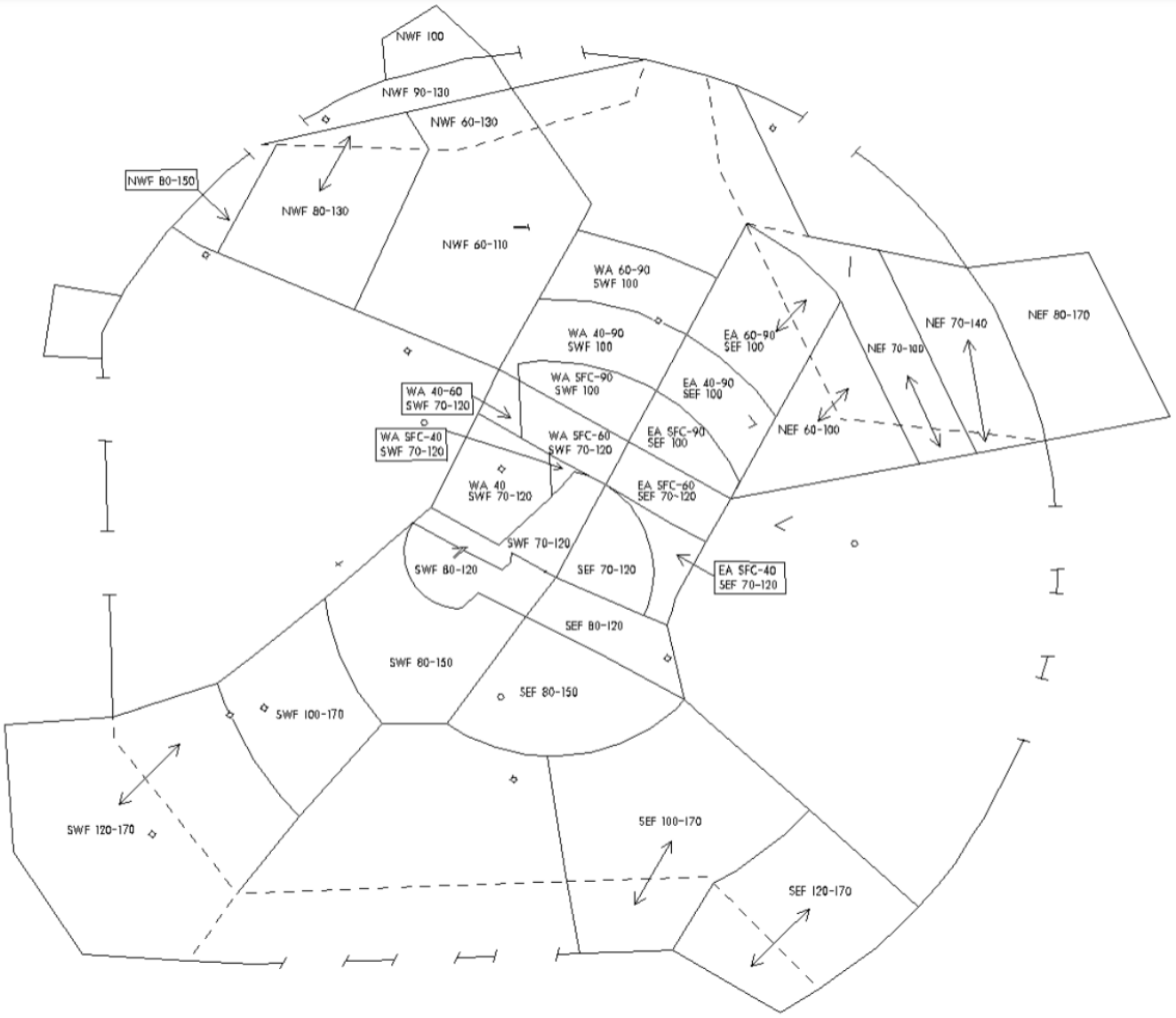
8.3.4 SOUTH FLOW DEPARTURE AIRSPACE



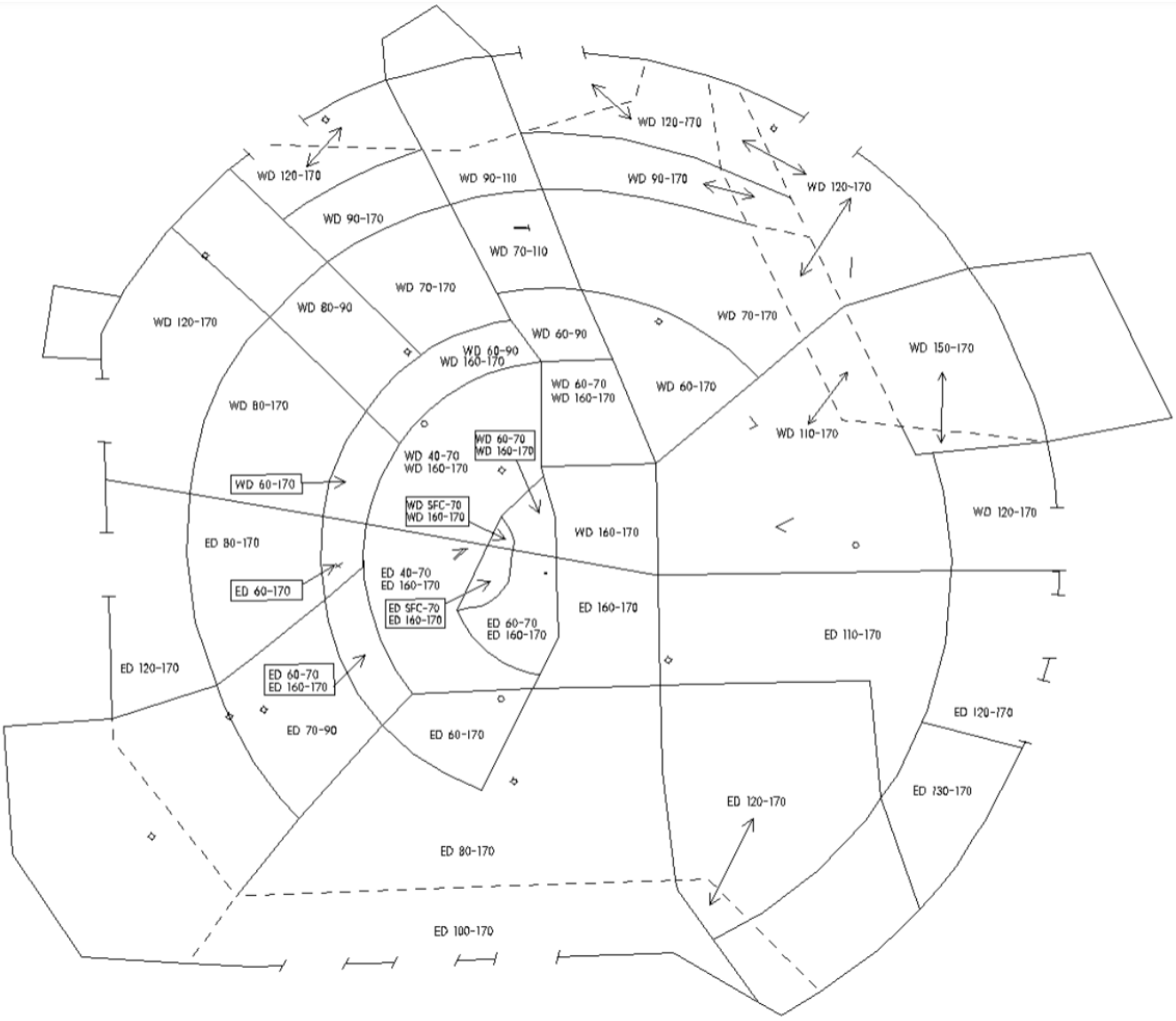
8.3.5 SOUTH FLOW SATELLITE AIRSPACE



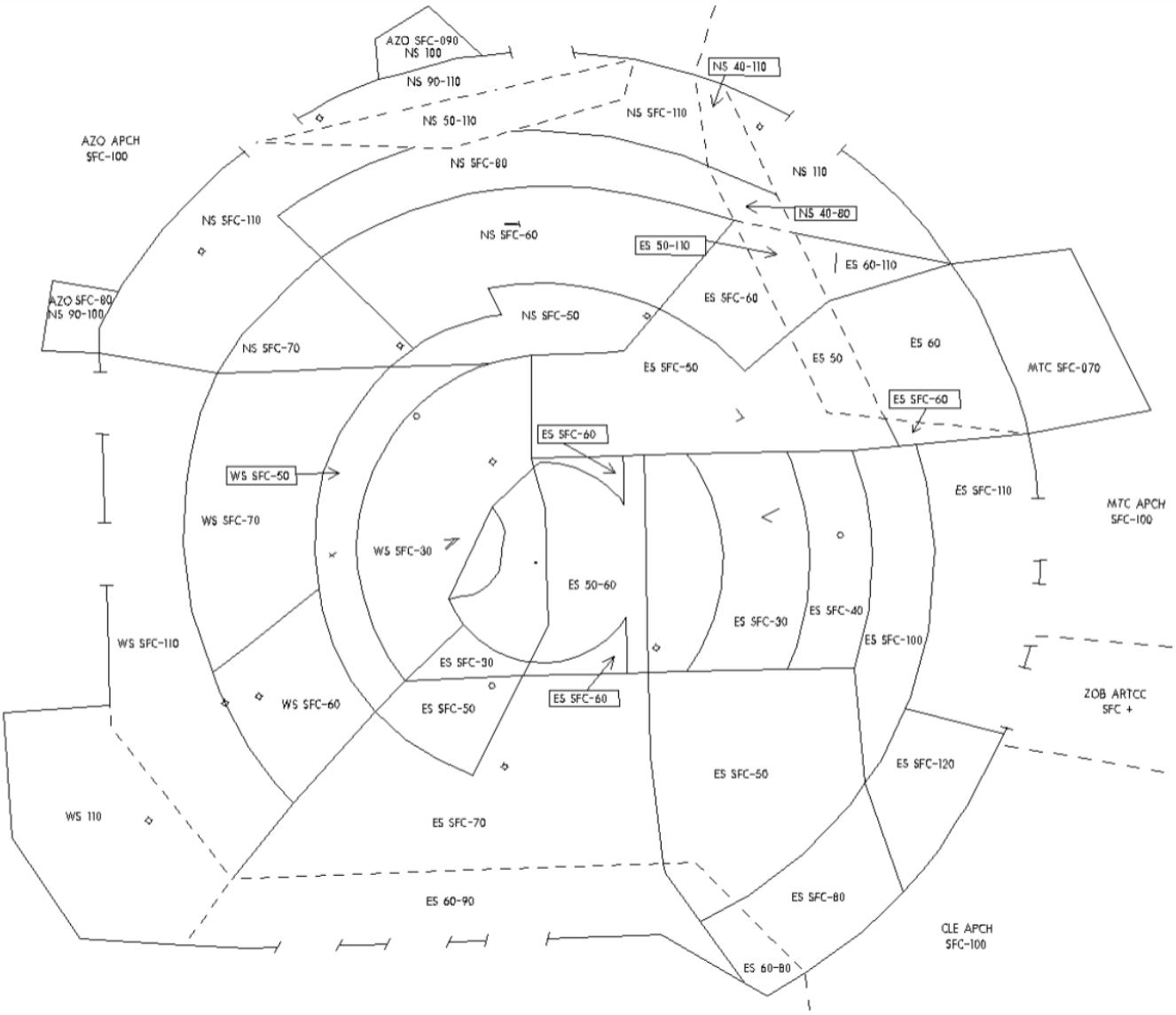
8.3.6 SOUTH FLOW ARRIVAL/FEEDER AIRSPACE



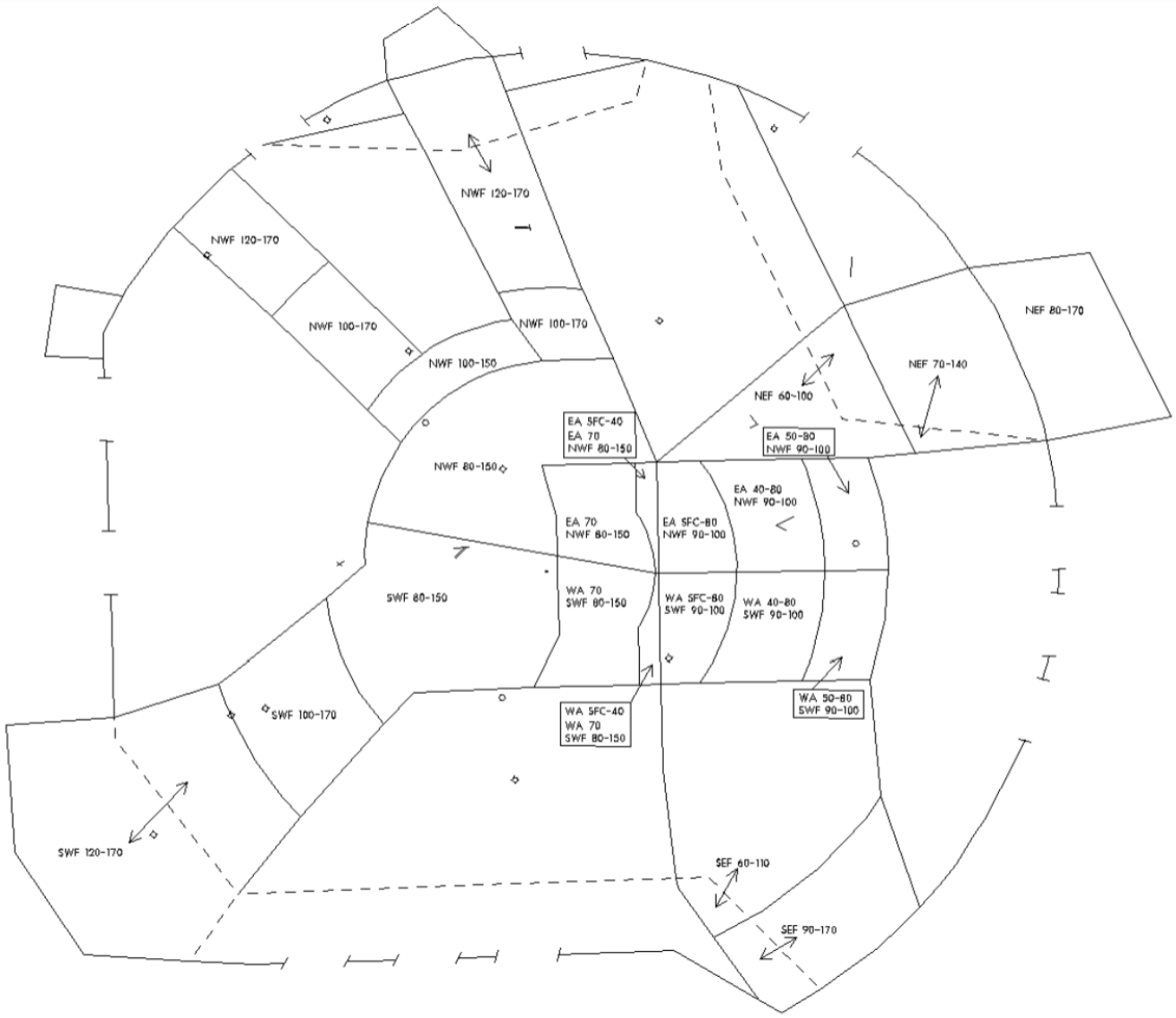
8.3.7 WEST FLOW DEPARTURE AIRSPACE



8.3.8 WEST FLOW SATELLITE AIRSPACE



8.3.9 WEST FLOW ARRIVAL/FEEDER AIRSPACE



8.4 Duty Familiarization & Position Checklists

8.4.1 Duty Familiarization

a. All Certified Professional Controllers (CPC), Air Traffic Assistants (ATA), Front Line Managers (FLM) and Operations Managers (OM), are required to complete duty familiarization at the beginning of each shift.
b. When de-combining/combining positions, the relieving specialist must ensure the radar display is properly configured for use prior to assuming position responsibility.
c. The relieved specialist must monitor the position for at least two minutes after the relieving specialist assumes control of the position, and make a broadcast on the recorded line after the two-minute time-frame has elapsed, e.g. “(initials) off”.
d. When a position relief brief is required at a position where training is being conducted, the relieving controller will plug in to another available position to obtain the briefing. The trainee will then brief the relieving controller via the ETVS system. Once the briefing is complete, the trainee will unplug and the relieving controller will plug in and assume responsibility for the position. At that point the two-minute overlap will begin with the instructor monitoring the position. In the event that there is not another available position the developmental will unplug and the instructor will brief the relieving controller.
e. Status Information Areas (SIAs). The FLM/CIC is responsible for accuracy and currency of the SIAs. The following areas are designated SIAs:
    (1) IDS-4
    (2) NOTAMS

8.4.2 Checklist For Opening and Closing A Runway

THE FLM/CIC MUST ENSURE THAT THE FOLLOWING ITEMS ARE COMPLETED:

a. Ensure all affected positions are notified of the pending change.
b. Advise DTW of the last aircraft to land and coordinate the last aircraft to depart under the existing runway configuration.
c. Coordinate with all affected personnel of the last aircraft to land and the last aircraft to depart under the existing runway configuration.
d. Change ILS configurations only after the last arrival for the runway has landed. (Check for any alarms)
e. Advise DTW when departures are released on the new runway configuration.
f. Ensure coordination with ZOB, TOL, CLE, AZO, and YIP.
g. Insert in NTML, new runway and rate (if applicable).
h. Notify YQG when changing from/to WEST FLOW.