

CZVR Delivery

Standard Operating Procedures

Purpose: This order provides supplemental direction for the CZVR Clearance Delivery positions.

General:

- When you have a queue of aircraft waiting for clearance and you are ready to issue one, do not ask the pilot if they are “ready to copy” if it has been less than 5 minutes. It is safe to assume they are ready. Just proceed with the clearance.
- ZSE has requested that RNAV capable aircraft enroute KSEA are to be routed via the MARNR arrival instead of JAWBN. Whoever is providing delivery services must provide the appropriate reroute to all pilots.
- When assigning a SID to a Dash 8 treat this aircraft as if it were a jet (ie: Do not assign the Richmond or Stanley Departures). Even Though it is a turboprop, it would be difficult for this aircraft to safely maintain the required speed on the non-Jet SIDs. Additionally, this aligns with the real world operations regarding this aircraft at YVR.
- When unable to immediately service a request as ground or delivery use ‘Standby, number #’
 - **Ex:** ACA123: Delivery, ACA123 requesting clearance to Calgary.
CYVR_DEL: ACA123, standby, number 1.
 - “Clearance on request” Should no longer be used by DEL/GND.

Pre-Departure Clearance: Operation of Pre-Departure Clearance at CYVR and CYYJ.

Restrictions:

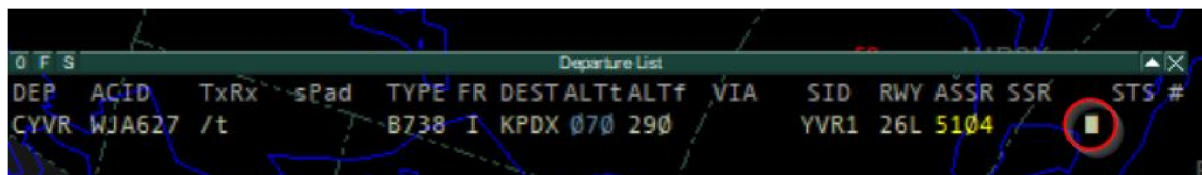
- PDC is only available at CYVR and CYYJ for IFR departures with a SID.

- Only controllers using Euroscope shall use PDC. Otherwise, use standard voice or text clearance procedures.
- Requires the alias file contained in <http://files.aero-nav.com/CZVR> AIRAC 2005/1 V2 or greater.
- Include 'PDC available upon request' in the controller information line. Do not include in the ATIS.

Procedure:

- If possible, have the squawk, departure runway, and SID configured for the aircraft in the departure list prior to the aircraft submitting a PDC request. When flight strips are prepared in advance, the time savings available by utilizing PDC can be realized.
- Pilots must specifically request a PDC clearance, unless otherwise approved by FIR staff during exceptionally busy events.
- If there are no other requests in the queue, acknowledge the request with a brief reply:
 - **Phraseology:** "<callsign> Roger".
- If there are other requests in the queue, acknowledge the request with sequence:
 - **Phraseology:** "<callsign> standby, number <sequence>".
- Check over the aircraft's flight plan. If there are any problems with it (altitude, route, departure, destination, or SID), revert to standard voice or text clearance procedures. Do NOT edit a clearance received via PDC.

- Send the PDC to the pilot via private text as follows:
 - Select the correct aircraft.
 - Confirm that the squawk, departure runway, and SID are all configured correctly.
 - On the DEL frequency, type .pdc and the space key, and then the enter key to send the message.
- The alias file, if properly configured, transmits the clearance in private chat to the selected aircraft in the following form:



CYVR_DEL: PDC - CALLSIGN: ACA123 - DEP: CYVR - ARR: CYYZ -
 FLIGHT PLANNED ROUTE - ALTITUDE: FL370 - SID: YVR1 - DEP RWY:
 08R - SQUAWK: 5116 - DEP HDG & ALT AS PUBLISHED ON SID -
 IDENTIFIER: 5116 - READ BACK IDENTIFIER AND SID ON FREQUENCY

- Record that the PDC has been readback correctly by selecting the box beside the SSR field in the departure list (circled in red below).
- If the pilot does not contact clearance to pick it up, do not initiate contact.
- If/when the pilot is ready to pick up the clearance, they will contact clearance. They must read the flight plan unique identifier (FPUI) and SID on frequency to confirm they received the PDC. Ex. "Clearance, Air Canada One Two Three, gate 42, PDC 5145, expecting Vancouver One."
- Confirm the correct FPUI and SID and:

- if correct, confirm the readback.

Phraseology: “Air Canada One Two Three, Vancouver Clearance,
PDC correct, check Vancouver One departure”.

The clearance is now valid.

- if not correct, revert to standard voice or text clearance procedures.

VFR:

- Real-world VFR flight plans do not include a specific altitude. When checking a VFR flight plan to ensure that it is understood, do not inspect the altitude. Pilots are expected to fly an appropriate VFR altitude whenever they are not controlled by ATC. The altitude in a VATSIM VFR flight strip does not have to reflect this on the ground.
- VFR departures on Vatsim should never be denied. During times of heavy traffic it may take some time for Tower to sequence departures amongst arrivals. In this case, departures will not be granted intersection departures at their request, but instead will be sequenced in with all other arrivals in the order that Tower determines for safe and expedited traffic flow. IFR arrivals do not have priority over VFR arrivals, but arrivals (IFR and VFR) have priority over departures. So departures (including VFR) can sometimes expect delays.
- “VFR circuits are acknowledged” is non-standard phraseology. When VFR aircraft advise DEL of their intentions use “Understand _____”. (Ex: “Understand circuits”, “Understand local flight to the East”, etc.)

Subject	Authorized	Date
PDC request and readback procedure updated	Emily Wyatt	April 11, 2022
Clarification where a pilot does not pick up PDC, PDC moved from ATIS to controller information, sequence phraseology,	Brad Crockett	May 5, 2021
Clearance queue, VFR phraseology	Brad Crockett	January 30, 2021
Updated VFR specifics, handling VFR during elevated traffic, Q400 SID	Brad Crockett	January 16, 2021
Clarified freq on which to issue .pdc command	Brad Crockett	August 3, 2020
Added VFR Altitudes	Brad Crockett	June 21, 2020
Removed departure frequency from phraseology	Brad Crockett	May 16, 2020
Removed DEL Push	Brad Crockett	May 06, 2020
Phraseology clarification, minor revisions	Brad Crockett	April 28, 2020
Minor revisions	Brad Crockett	April 27, 2020

Initial	Brad Crockett	April 25, 2020
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