

# Stansted

## The Beginners Package.

## Introduction

This document is intended for fairly new controllers so they have a simple document to look at which provides all the information you will most likely ever need to control tower or ground at Stansted. I strongly advise that you read the ASRC manual and all documents on the [www.vatsim-uk.org](http://www.vatsim-uk.org) website to learn the non-specifics of controlling.

This document can only provide the facts but most of what is called 'good controlling' comes from experience which only practice can give.

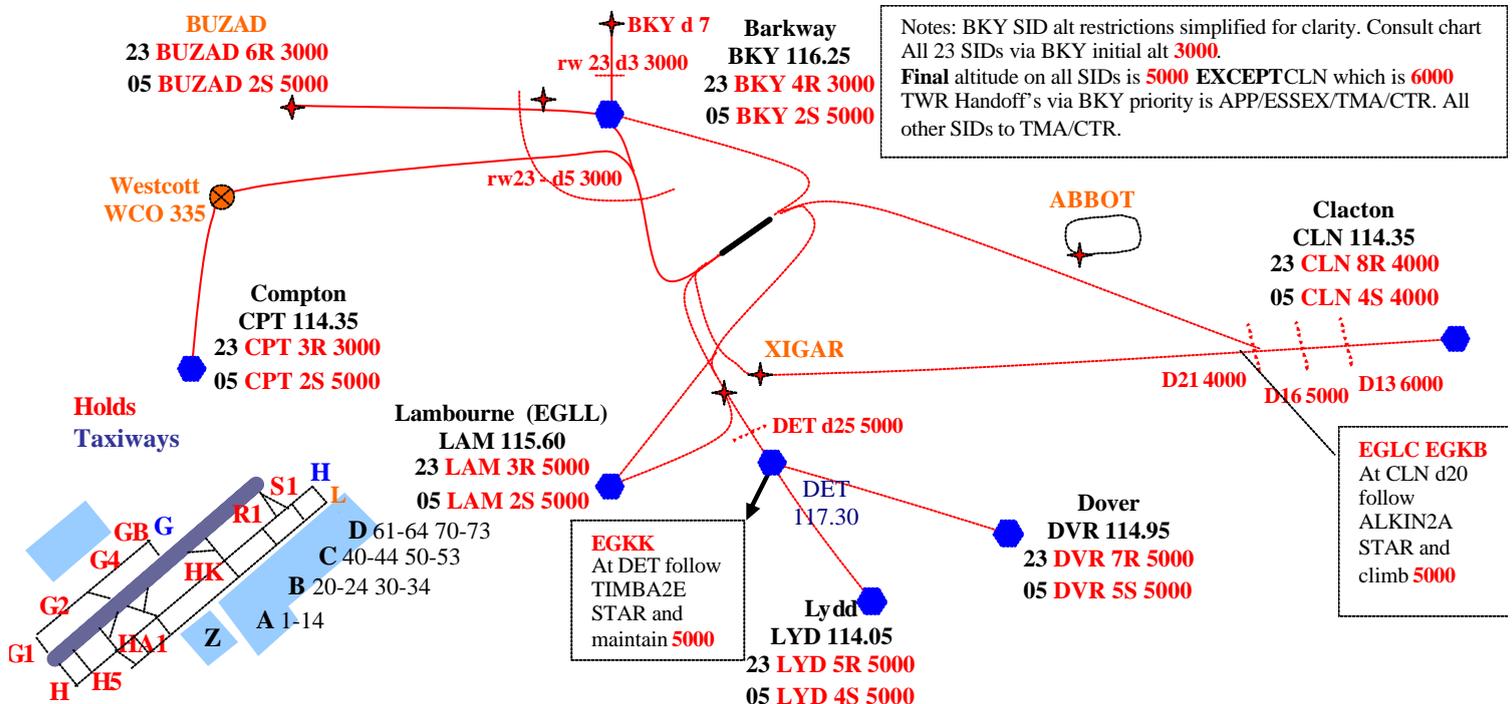
There is a glossary at the end of the document and any references to what functions you could or should be using on ASRC are in *italic*.

Happy controlling!

### Stansted EGSS (+348') Trans alt 6000ft

GND	TWR	APP	Essex Radar	LON_NW_CTR	LON_NE_CTR	EGTT_S_CTR
121.72	123.80	126.95	120.62	119.77	118.82	127.10

Aid	Freq	Course	Thr. elev	length	SMA
ILS-D 05	110.50	046°	323'	3048m	?3000 ILSd2 left 285r-BKY
ILS-D 23	110.50	226°	347'	3048m	?3000 right 355r-BKY



Crib sheet by Peter Ward

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## IFR

⇒ **Departures-** The aircraft will call SS\_GND for IFR clearance. Firstly *track the aircraft using the F3 key*, If the flight plan is correct the GND controller will then give the clearance in the following format “<aircraft callsign> You are cleared IFR to <destination> via the <departure name> initial altitude XXXX ft Squawk XXXX”

Aircraft will read back and if correct GND will say “<aircraft callsign> Read back is correct, information <current information identifier> is current”

Aircraft will acknowledge receipt of <current information identifier> and when ready will call for push and start, GND will give push back approval as follow “<aircraft callsign> Push and start approved QNHXXXX” Also give a traffic warning should there be any other aircraft pushing on the apron. *Now is a good opportunity to set the aircraft’s initial altitude using the F8 key and typing 030 for 3000ft, 040 for 4000 or 050 for 5000ft etc. It’s squawk by using the F9 key and typing squawk and also its voice status again using F9 key and typing V for full voice, T for text or R for receive only.*

When the aircraft calls for taxi SS\_GND will give instructions as follows, “<aircraft callsign> Taxi to holding point <XXXX> for runway <XX> via the <XX, XX and XX> taxiways”. For 23 send them to R1 via H or S1 from Aprons C and D. For 05 send via J, HA and H to H5 or even HA1 for the small or lower mediums.

When approaching the holding point hand the aircraft over to SS\_TWR “<aircraft callsign> Contact Stansted Tower frequency 123.800, have a nice flight, good day” This *now means the aircraft is contacting Tower but you need to inform tower of this by handing the aircraft over through ASRC, to do this press F4, type SS\_TWR’s two letter identifier displayed next to it’s name in the CL list and then press enter (presuming you still have the aircraft radio selected.)*

Now as a TWR position the aircraft will contact you at the holding point and if the runway is clear i.e. no landing or departing traffic etc you can clear the aircraft to takeoff (your judgement on whether to let aircraft go will come with practice.) Takeoff clearance should be as follows: - “<aircraft callsign> Runway XX cleared for takeoff, surface winds <winds>”

After departure the aircraft is to be handed off to the relevant position, for all departures via BKY (BKY, CPT and BUZAD) you handoff to SS\_APP, ESSEX\_APP, TMA and finally CTR in that order should the first not be online.

For the CLN, DVR and LYD departures you handoff to LON\_NE\_CTR if online, if not then LON\_NW\_CTR.

The LAM departures which are ONLY for Heathrow require a release (see following paragraph for explanation of release) from EGLL\_APP and LON\_NE\_CTR.

The handoff procedure is the same as detailed above.

A release is basically the TWR asking if the aircraft can depart, release requests should include: Requesting ATC unit, Aircraft Callsign and Departure Route. If text is used the caller is obvious, and the reply 'Released' is all that is necessary.

⇒ **Arrivals:** - IFR arrivals will be handed off to SS\_TWR once established or visual with Runway by SS\_APP, ESSEX\_APP or a TMA etc once the aircraft calls you, you can clear them to land, again only if the runway is clear and you have no aircraft arriving in front of them. Landing clearance should be as follows “<aircraft callsign> Runway XX cleared to land, surface winds XXX@XX kts”

Once the aircraft has landed it should report vacated, at this point you hand over to SS\_GND.

As SS\_GND you need to give the aircraft and stand number and taxi instructions on how to get to this stand, “<aircraft callsign> Taxi to stand XX via the XX, XX and XX taxiways” the aircraft will read back and that should be all you need to do unless you have to ask the aircraft to give way to another or hold anywhere etc.

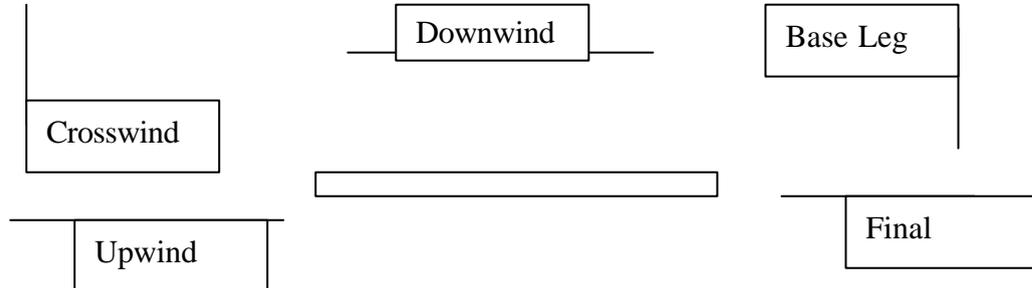
⇒ **IFR Circuits:** - At Stansted IFR circuits follow the MAP (Missed Approach Procedure) which is basically direct to BKY and then vectors back onto the ILS. An IFR clearance for circuits should be as follows “<aircraft callsign> You are cleared for IFR circuits following the standard missed approach procedure, altitude 3000ft, Squawk XXXX>” The aircraft will read back and the departure continues as above. The handover will be in the following order EGSS\_APP, ESSEX\_APP, TMA or CTR.

## VFR

⇒ **Circuits: -** In the real world the pilot will phone or fax the airfield their details prior to departure, this is called a BOOK OUT. The details which should be included in a book out include Aircraft type, POB (persons on board), aircraft endurance and intentions. As we cannot phone each other up on VATSIM (well not yet anyway) the book out is done over the radio. The aircraft will call SS\_GND requesting a book out, SS\_GND will say “<aircraft callsign> Pass your details>”, the aircraft will then give the information outlined above and once this is complete and the SS\_GND controller has recorded the information they will say “<aircraft callsign> Booking out complete, report ready to taxi”. Taxi instructions will be the same as above so when the aircraft reports at the holding point handover to SS\_TWR.

For VFR the clearance/instructions are given at the holding point by SS\_TWR. VFR circuits at Stansted are not above 1500ft on the QNH, to the south of the airfield (right hand of 05 and left hand of 23) and on squawk standby, so you would say “<aircraft callsign> Cleared for VFR left/right hand circuits of Runway XX, not above 1500ft, Squawk standby” (they should already have the QNH from SS\_GND) Once the aircraft has read back the instructions they can be cleared for takeoff.

There are different names for the position of an aircraft in a VFR flight; the diagram below shows different circuit positions.



The aircraft should report downwind with it's intentions i.e. a full stop landing or a touch and go where the aircraft touches down but departs right away. When the aircraft reports downwind with intentions you need to consider a few things, is there an IFR inbound in which case depending on how far away it is you need to give it priority and ask the VFR to position behind it etc, making sure you are giving the VFR traffic information always. If it is clear for the VFR to turn onto base leg then say “<aircraft callsign> Report final runway XX>”.

The aircraft will then turn onto base leg and final, and report, then simply clear it to land or touch and go depending on what it requested.

A suggested maximum of five aircraft in the VFR circuit at Stansted is best considering it needs to be integrated with IFR arrivals and departures.

- ⇒ **VFR departures leaving the zone :-** This is the same as VFR circuits where the aircraft will book out and taxi to the runway and SS\_TWR will give it the clearance. The aircraft needs to be told where it can exit the Stansted zone, there are number of VRPs (Visual Reference Points) which an aircraft can route by depending it's direction of travel. For North it is Audley End Railway Station, east is Great Dunmow, South is Epping and West Puckeridge/Ware. Whilst in the zone the aircraft will be given a local squawk code ranging from 0201-0213. SS\_TWR will give departure clearance as follows “<aircraft callsign> Cleared VFR to <destination> leaving the Stansted zone via the XXX VRP, not above 1500ft, Squawk XXXX” and then after they read back give the takeoff clearance. *Remember to set the initial altitude, squawk and voice capabilities on ASRC.*

After departure handover to EGSS\_APP/ESSEX\_APP/TMA/CTR, if none of them are online then ask the aircraft to report leaving controlled airspace and when they do ask to squawk 7000 and give the Chatham regional pressure setting, e.g. “<aircraft callsign> Chatham regional pressure setting XXXX, squawk 7000 frequency change approved, good day”

- ⇒ **VFR entering the zone:-** This will normally be started by the approach controller but should they not be online the following instructions should be given “<aircraft callsign> Enter controlled airspace via the XXXXXX VRP not above 1500ft, QNH XXXX, report entering controlling airspace”. When they read back and then report entering controlled airspace ask them to report the field in sight. Once the aircraft reports field in sight the approach controller will handoff to SS\_TWR, you need to give them joining instructions or in other words, integrate them in with the current circuit traffic should there be any. This can be done by giving them a straight in approach and asking to report final, joining on a base leg (see diagram above), or even joining downwind. Then continue as you would with circuits.
- ⇒ **VFR zone transit:-** These are the same as zone entries to the point where the aircraft reports visual with the field, then SS\_TWR will instruct the aircraft to cross the threshold of the active runway and report, when the aircraft reports it is the same as a zone exit.

## Helicopters

⇒ Helicopters use the same procedures as VFR by entering/leaving controlled airspace by VRPs etc. The difference is when the helicopters approaches the field, once they report field in sight and if they are coming from the east/south the instructions is “<aircraft callsign> Route to diamond hangar south of runway, hold at the diamond hangar not below 800ft on the QNHXXXX mb”. When there is no landing traffic you can clear the aircraft to cross the runway (also hold any departures until the helicopter has crossed) “<aircraft callsign> Cross the active from east to west report aiming point foxtrot in sight> OR if they are approaching from the west/north then it’s “<aircraft callsign> route to hangar 4 report aiming point foxtrot in sight” and then when they report it in sight it’s “<aircraft callsign> Cleared to land at Foxtrot surface winds XXX@XX kts”

## Go Around

As explained earlier go arounds are straight ahead to 3000 ft and then direct to BKY.

Should you need an aircraft to go around you would say “<aircraft callsign> Go around, I say again go around, acknowledge” When they acknowledge “<aircraft callsign> Straight ahead climb altitude 3000ft” and then handover to SS\_APP

## Radio Checks

When an aircraft calls for a radio check the correct response is “<aircraft callsign> Receiving you readability X”

The X is replaced by 1 to 5 with 5 being the strongest and 1 being the weakest.

## Glossary

SS\_TWR- Stansted Tower  
SS\_GND- Stansted Ground  
SS\_APP- Stansted Director  
ESSEX\_APP- Essex Radar  
IFR- Instrument Flight Rules  
VFR- Visual Flight rules  
MAP- Missed Approach Procedure  
RPS- Regional Pressure Setting

## London Beacons

BKY- Barkway-116.25  
CLN- Clacton-114.55  
LAM- Lambourne-115.60  
CPT- Compton-114.35  
LYD- Lydd-114.05  
OCK- Ockham-115.30  
BNN- Bovingdon-113.75  
DVR- Dover-114.95  
DET- Detling-117.30  
MID- Midhurst-114.00  
MAY- Mayfield-117.90  
BIG- Biggin-115.10  
SAM- Southhampton-113.35  
BPK- Brookmans Park-117.50  
DTY- Daventry- 116.40