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NORCAL (ZOA) + SOCIAL (ZLA) GROUND SOP and Policy

NOTE* In this SOP, Norcal Ground is used as an example. All the same rules apply for Social.

The ground controller must have a minimum rating of (Jatc1){ground controller}

The ground controller must log on using the proper nickname. For instance, ground controller of Norcal controls all of the ground positions in Norcal so their nickname shall be KNCT_GND pronounced “Norcal ground”

The ground controller is also responsible for the clearance delivery frequency until

another control assumes that position. Again the controller will be controlling all clearance frequencies in Norcal using this nicknames KNCT_DEL pronounced “Norcal Delivery”

The ground controller must confirm the pilots departure and arrival airports , as well as give the aircraft ifr or vfr clearance before giving taxi clearance to aircraft.

The ground controller must make sure the pilot changes their nickname to the correct callsign the aircraft is using. Try your best to use correct airline ICAO codes. If you are unable to do so, spell it out.

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After the aircraft reads back his or her clearance back correctly the ground

controller will respond with "read back correct, pushback is at your discretion"

When the aircraft calls for taxi the ground controller must issue the departure runway, taxi route, and confirmation of the current ATIS or METAR. If the pilot makes it clear he has the current ATIS, not weather information shall be given. However, if the pilot does not have confirmation of the weather, you may let them know of the current ATIS code or the altimeter.

When the aircraft starts to reach the runway you will hand them off to tower, but before handing the aircraft over to tower make sure that all the information from the flight strip has been received by the tower controller.

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It is the ground controllers responsibility to

keep track of the aircraft callsign, departure, arrival airport , and route , aircraft type and cruising altitude, The controller shall do this by making flight strips out of paper or from a document software below is a picture of one.

Callsign ----- - - AAL1216	Route: KSFO-KHAF {waypoi Cruising altitude:280
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