Virtual Jacksonville ARTCC

Savannah ATCT Standard Operating Procedures

Document Number	**vZJX-SOP 7110.65S**
Version	**1.0**
Effective Date	**1/23/2024**

DOCUMENT INFORMATION

Purpose

This SOP defines the duties, responsibilities, and airspace for positions of operation at the Savannah ATCT (SAV). These procedures are supplemental to the provisions of FAA Order JO 7110.65. Controllers should be familiar with the sections of the SOP that pertain to operational responsibilities.

Distribution

This order is distributed to all Jacksonville ARTCC personnel.

Responsibility

The ARTCC STAFF or their designee shall be responsible for the maintenance of this document and any policies that deviate from it.

Procedural Deviations

Exceptional or unusual requirements may dictate procedural deviations or supplementary procedures to this order. A situation may arise that is not adequately covered herein; in such an event use good judgment to effectively resolve the problem.

Updates and Changes

The Air Traffic Manager or their designee may post interim changes to this document in the form of notices via the ZJX website. Controllers are requested to check for any notices prior to controlling for changes in procedures.

Cancellation

This document cancels any relevant procedures or agreements previous to this one, beginning on the date of effectiveness of this document.

TABLE OF REVISIONS

DATE	REVISION	EDITOR/VERSION
1/11/2025	Initial Release	JU/1.0

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CHAPTER 1: OPERATIONAL POSITIONS

Table 1. SAV ATCT Operating Positions

Position	Radio Name	Callsign	Symbol	Frequency
CD	Clearance Delivery	SAV_DEL	1D	119.550
GC	Ground Control	SAV_GND	1G	121.900
LC	Local Control	SAV_TWR	1T	125.975

Bold/asterisk designates a primary position.

Table 2. SAV TRACON Operating Positions

Position	Radio Name	Callsign	Symbol	Frequency
RN*	**Radar North**	**SAV_N_APP**	**1N**	**125.300**
RW	Radar West	SAV_W_APP	1W	118.400
RS	Radar South	SAV_S_APP	1S	120.400

Bold/asterisk designates a primary position.

CHAPTER 2: Clearance Delivery (CD)

2.1 Responsibilities

Issue ATC clearances for IFR, SVFR, and VFR aircraft

2.2 IFR Departure Instructions

Aircraft departing the Savannah Airport should be issued a voice clearance on the assigned frequency.

2.2.1 IFR Departure Routing

All aircraft shall be “Cleared as filed” unless a route amendment is necessary:

- Amend all Jet/Turbo Prop departures filed above 11,000 requesting departure to the correct first fix, JROSS (NE) or SMALZ (NW).
- CD is responsible for rerouting all aircraft departing SAV that will transit over any active MOAs or restricted areas in or above the SAV airspace.

2.2.2 IFR Departure Altitudes

Instruct all pilots to maintain 3,000 feet and to expect filed cruise altitude (if higher) ten minutes after departures.

Aircraft on the east coast of Florida traveling southbound should be cleared at an even altitude.

Aircraft on the west coast Florida traveling southbound should be cleared at an odd altitude.

2.3 Departure Frequencies

The primary departure frequency is 125.300, unless otherwise coordinated by the appropriate radar controller.

2.4 VFR Departure Instructions

Aircraft **not** remaining in the pattern shall be assigned:

- To “maintain VFR at or below 3,000”
- The appropriate departure frequency
- A beacon code

All aircraft remaining in the pattern shall not be switched to the ground control frequency until approved by the Local Controller.

CHAPTER 3: Ground Control (GC)

3.1 Responsibilities

Responsible for the movement of vehicles and aircraft on the airport movement areas except the active runways.

Coordinate and obtain approval from LC, prior to taxiing an aircraft to a runway for an opposite direction departure.

Forward flight progress strips to LC in order of taxi sequence prior to the aircraft reaching its assigned departure runway.

3.2 Operations on an Active Runway

Except for runway crossings, GC Must transfer communications to LC if a vehicle/aircraft is to operate on a runway.

Coordination for all runway crossings must be accomplished by verbally stating:

- Cross runway (#) at Taxiway (x).
- Once the crossing has been completed, Ground Control must state “Runway (#) crossing complete”

3.3 Pushback and Startup

Ground control does not authorize pushback or startup unless the aircraft pushing back will enter a controlled area during pushback.

If an aircraft requires a pushback clearance the aircraft should be instructed, “Push and Start approved, push facing tail facing (direction).”

3.4 Intersection Departure

Ground control must advise Local Control of all aircraft requesting an intersection departure verbally or through strip marking prior to aircraft taxi.

3.5 ATIS

Ground control must ensure pilots have the current ATIS prior to aircraft being handed off to Local Control.

3.6 Handoffs

Ground control shall instruct aircraft to “Contact Savannah Tower (frequency)” unless otherwise agreed upon by Local Control.

3.7 Potential Problem Areas

Intersection of Taxiways “A”, “B” and Runway 10/28:

- Use caution for aircraft clearing runways turning head-on with other taxiing traffic on these taxiways.

Intersection of Taxiway “B1” and “B” Adjacent to Signature Aviation:

- Aircraft taxiing to/from the Signature ramp may misidentify taxiway “B”.

Gulfstream:

- Be aware that Gulfstream aircraft or vehicles may be at the Gulfstream Factory, Flight Test Service Center, and West Service Center , or the FBO ramps.

The diagram below shows a visualization of the potential problem areas.

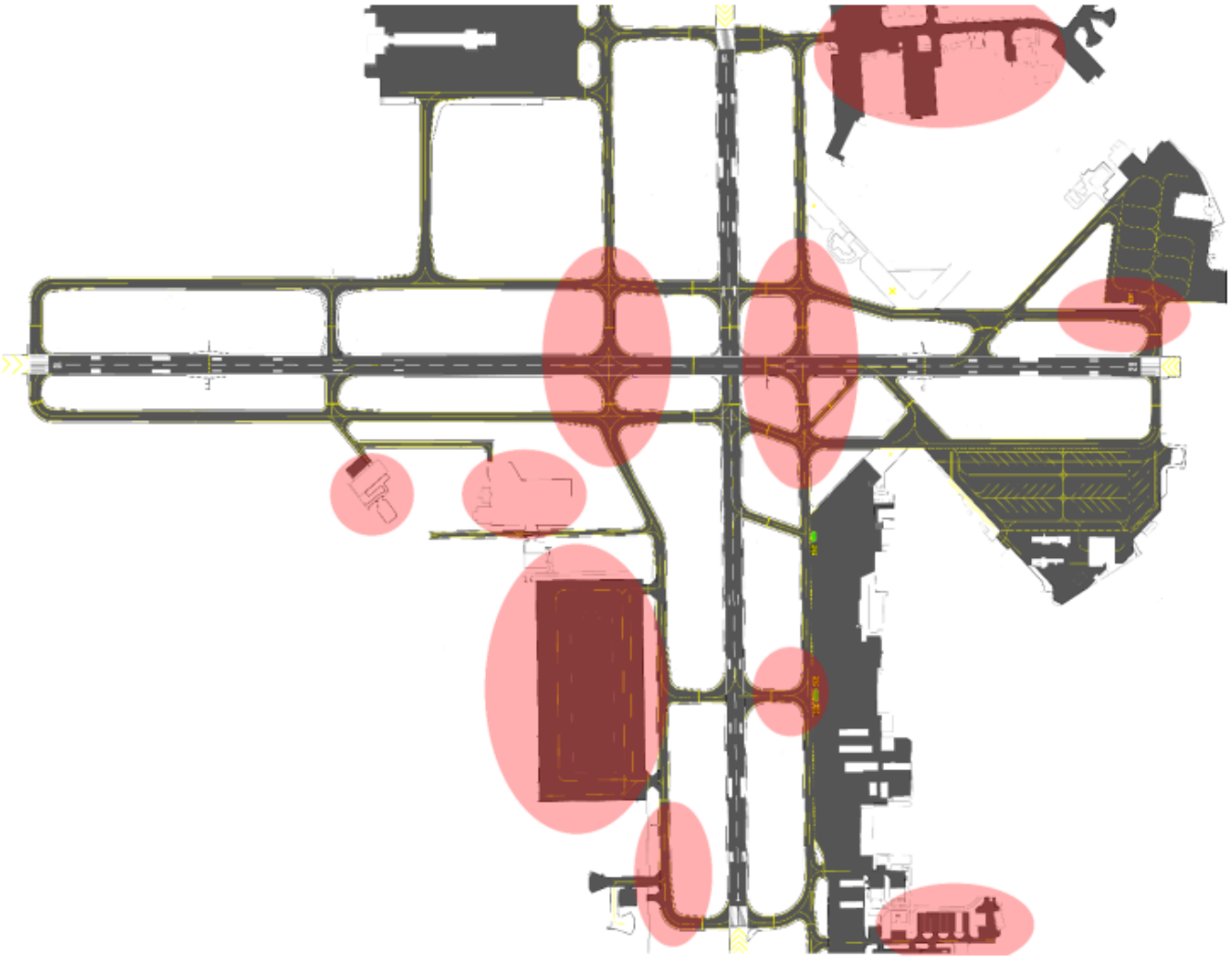

Figure 1. Savannah Airport Potential Hotspots

3.8 Map of Movement Areas

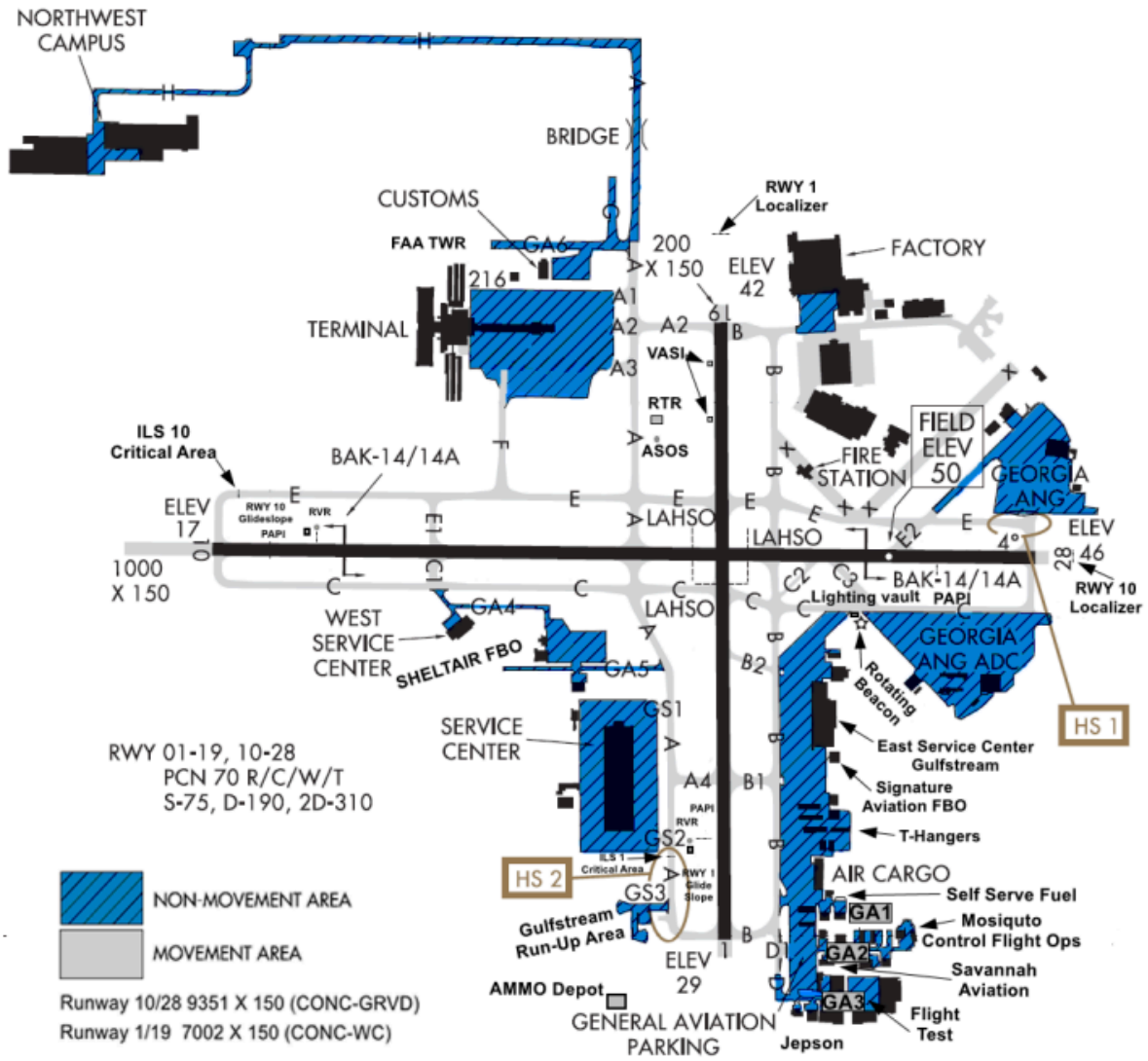

Figure 2. Savannah Airport Map of Movement Areas

CHAPTER 4: Local Control (LC)

4.1 Responsibilities

LC is responsible for the movement of aircraft and vehicles on the active runways.

LC is responsible for a five-mile radius from the airport from the surface up to and including 2,000 MSL.

4.2 Active Runway Selection

A two-runway configuration must only be used, even if only one runway is active. The active runway shall be determined based on wind and known factors that may affect the safety of takeoff/landing operations.

Runway 1/10 is designated as the calm wind flow.

4.3 Line Up and Wait (LUAW)

Do not authorize aircraft to simultaneously LUAW on the same runway.

LUAW is not authorized between sunset and sunrise at an intersection.

4.4 Departure Procedures

LC shall provide separation for aircraft in the LC airspace.

LC shall provide initial radar separation between successive departures.

When automatic departures are in effect, IFR departures may be released on a heading as depicted, climbing to 3,000 feet. Aircraft shall be assigned a departure heading towards the receiving TRACON sector (RN, RW, RS).

When automatic releases are in effect, VFR departures may be released on a heading as depicted, climbing at or below 3,000 feet.

Departure headings shall be assigned based on the runway configuration as shown in the figures below:

4.4.1 Departure Headings Runway 10/01 Configuration

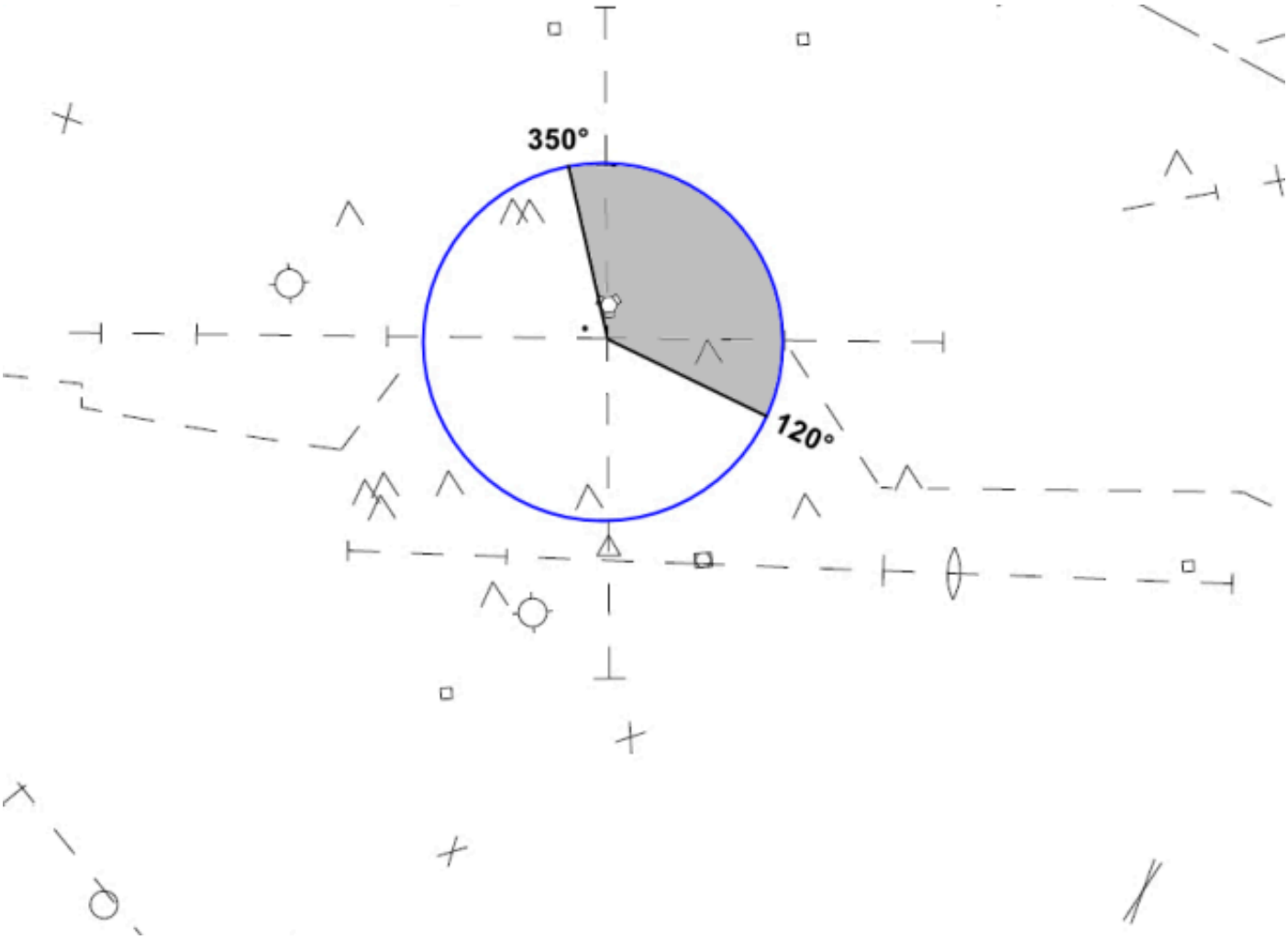

Figure 3. Departure Headings Runway 10/01 Configuration

4.4.2 Departure Headings Runway 10/19 Configuration

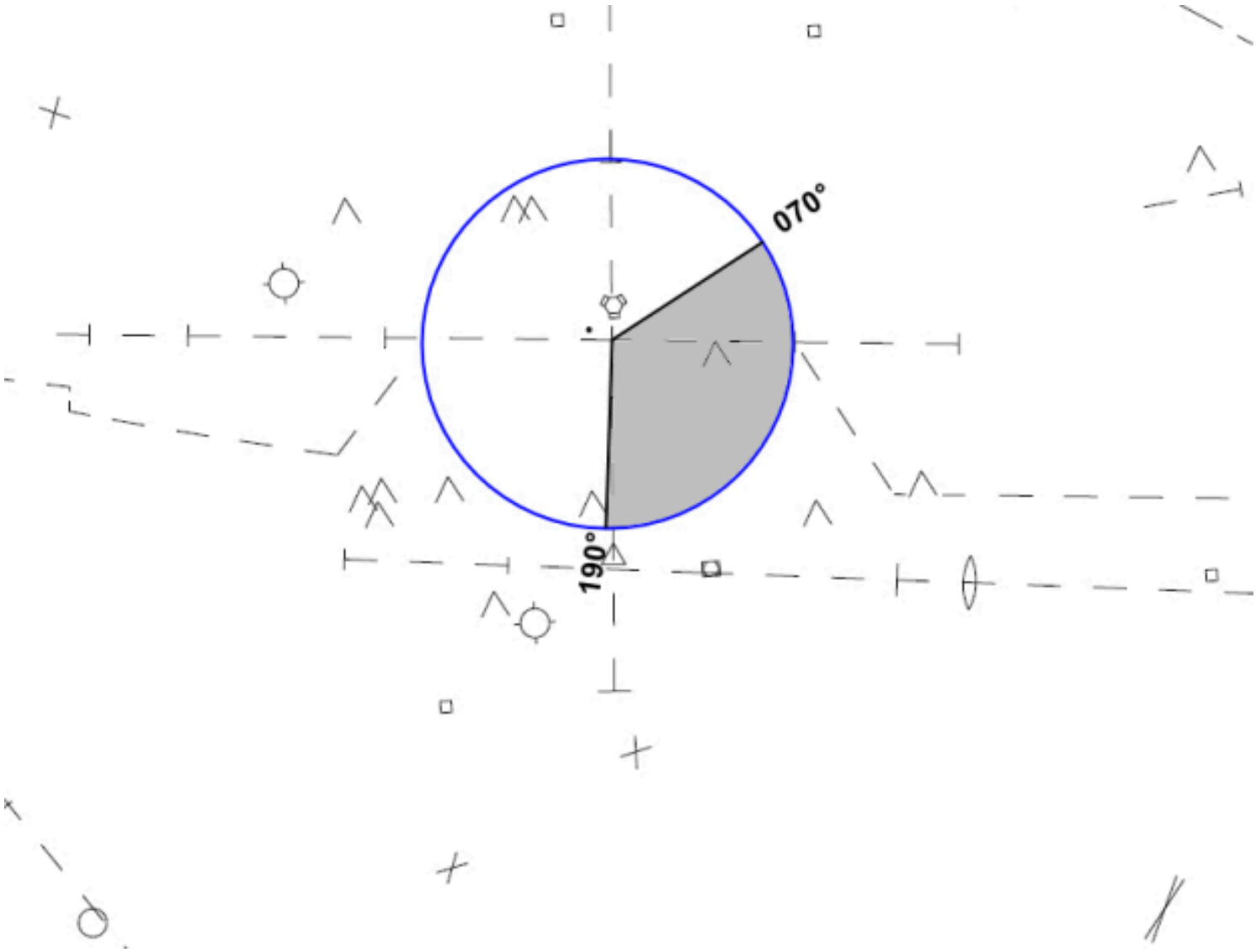

Figure 4. Departure Headings Runway 10/19 Configuration

4.4.3 Departure Headings Runway 28/01 Configuration

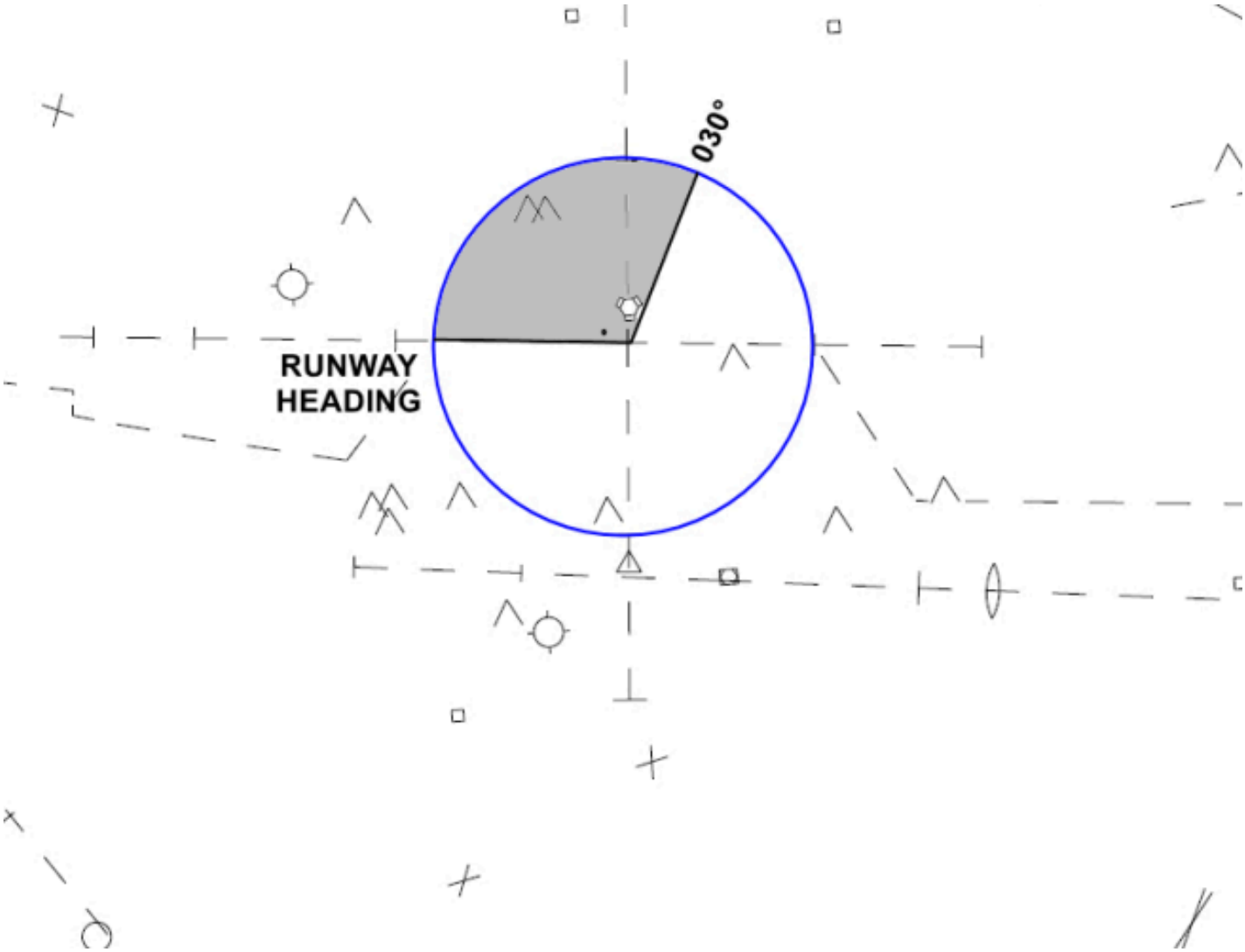

Figure 5. Departure Headings Runway 28/01 Configuration

4.4.4 Departure Headings Runway 28/19 Configuration

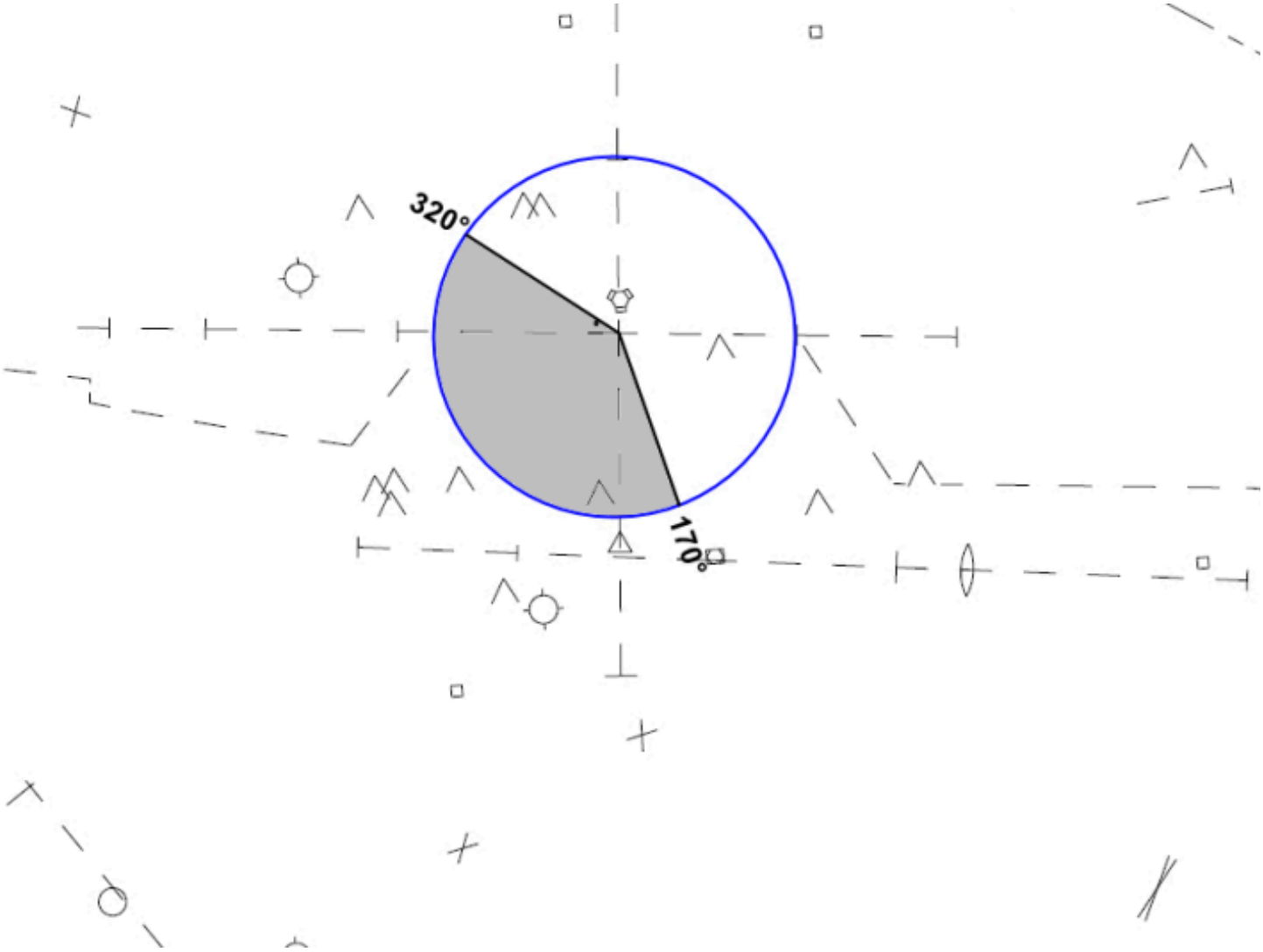

Figure 6. Departure Headings Runway 28/19 Configuration

4.5 Arrival Procedures

LC shall be responsible for the separation of all arrival aircraft that have been handed off by TRACON from all departing aircraft still under LC jurisdiction.

Communication transfer must be completed prior to 5 NM from the runway but no greater than 15 nm.

For Practice Missed Approaches, Issue special instructions as verbally coordinated with the TRACON.

4.6 Go Around/Unplanned Missed Approach

LC shall assign IFR aircraft runway heading and 2,000 feet.

LC must verbally coordinate with departure prior to frequency change.

4.7 Automatic Releases

LC is authorized for automatic releases from the TRACON controller so long as the aircraft departs on the pre-coordinated active departing runway(s) on approved departure headings.

Departure releases must be obtained if automatic releases are suspended by TRACON.

4.9 Limited Radar Tower

Savannah ATCT is a Limited RADAR Tower and they shall not initiate or accept any radar handoffs.

The STARS display is used as a reference for situational awareness.

4.10 Land and Hold Short (LAHSO) Procedures

LAHSO operations are authorized at SAV. Operations are approved for the runways and associated hold short points and when weather conditions are dry.

Runway	LAHSO Point	Available Landing Distance
1	RWY 10/28	4,050 feet
10	RWY 1/19	5,450 feet
28	RWY 1/19	3,250 feet

Table 3. LAHSO Table

4.11 Intersection Departure Distances

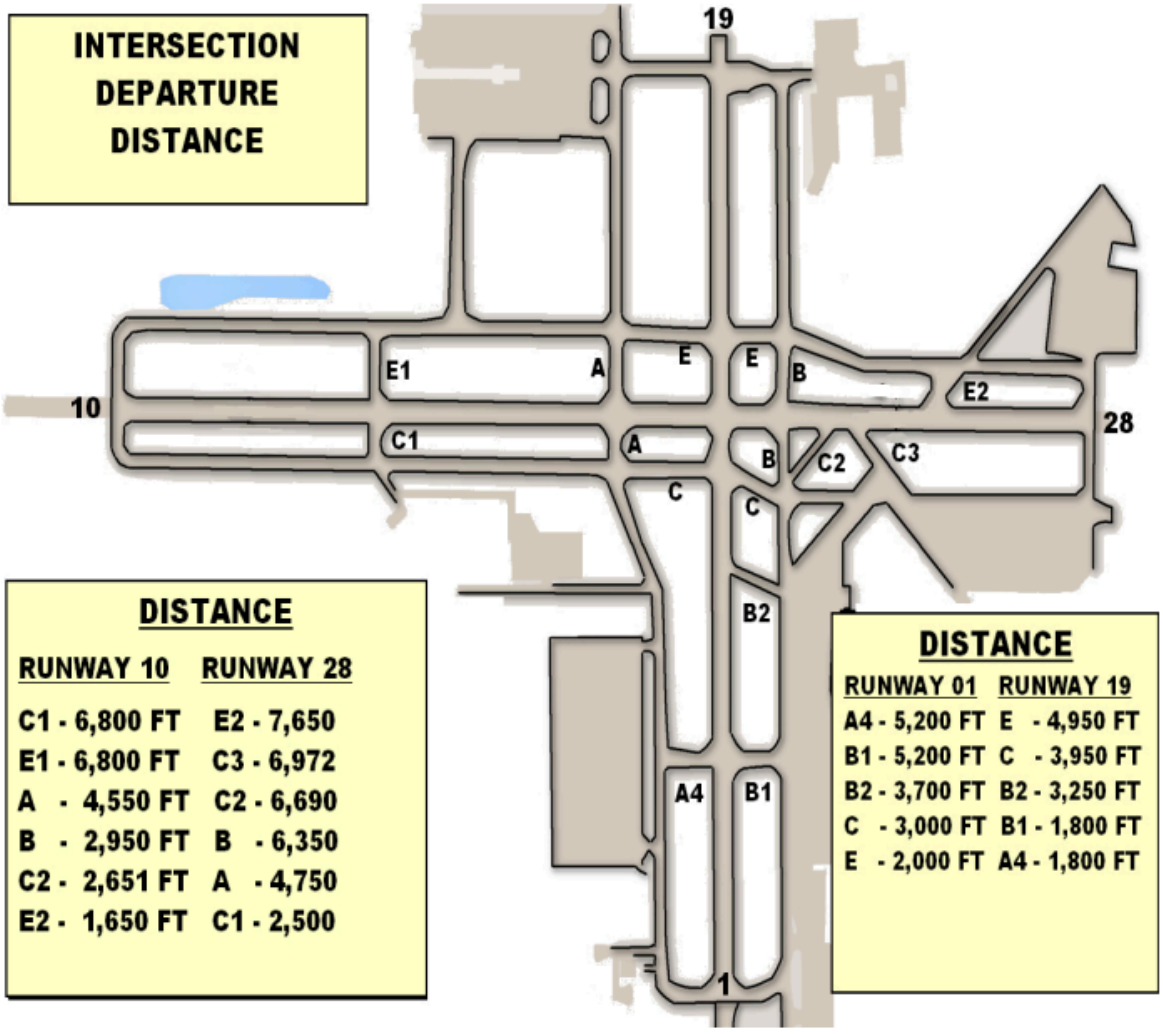

Figure 7. Intersection Departure Distances

CHAPTER 5: TRACON

5.1 Responsibilities

The primary “combined” radar position shall be Radar North (RN).

Once RN is in use, it may delegate a position of its airspace to RS. Thereafter, RN may delegate a position of its airspace to RW.

RN, RW, and RS shall provide overflight and approach services to airports in the Savannah ATCT airspace.

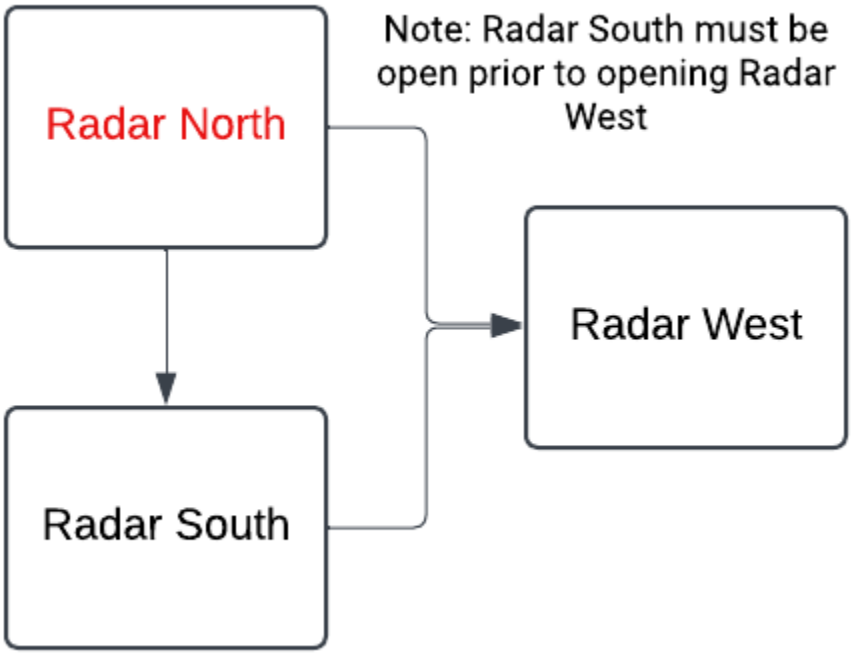

Figure 8. Sectorization Flow Chart

5.2 Departures

Forward departure instructions to LC for aircraft executing practice missed approaches.

All departures should be on course before handoff to ZJX unless otherwise coordinated. Aircraft shall be climbed to 10,000 or less if filed.

Provide airspace for automatic departures and radar final.

Provide airspace for missed approach on all runways.

Prearranged coordination procedures are authorized within seven miles of SAV Airport, aircraft have been radar identified, and two-way communication has been established:

- Runway 10/1: RS/RW may transition RN airspace without coordination.
- Runway 10/19: RW/RN may transit RS airspace without coordination.
- Runway 28/19: RW/RN may transition RS airspace without coordination.
- Runway 28/1: RN/RS may transition RW airspace without coordination.

5.3 Releases and Rolling Calls

TRACON sectors give automatic releases to all departures from Savannah ATCT when departures follow the standard departure procedures as specified in this document.

All other airports within TRACON's boundaries shall request a departure release. Upon approval of the release, the release shall be good for five minutes.

Upon issuance of the takeoff clearance, a departure message shall be sent to the appropriate departure sector. This can be accomplished non-verbally by the LC ensuring the aircraft is squawking the appropriate squawk code and mode C is enabled when airborne.

5.4 Handoff and Radar Tracking

Savannah ATCT is a limited radar tower. No radar handoffs shall be initiated to LC.

TRACON controllers shall not drop track on any arriving aircraft. This allows a controller to maintain radar identification during missed approach.

5.5 Arrival Procedures

The sector responsible for the primary runway must establish the approach sequence for all arrivals.

- Radar West (RW) Runway 10/19
- Radar North (RN) Runway 28/19
- Radar South (RS) Runway 1 (If Runway 10/28 Closed)
- Radar West (RW) Runway 19 (If Runway 10/28 Closed)

Communication transfer must be completed prior to 5 NM from the runway but no greater than 15NM.

When vectoring from parallel down winds aircraft on opposite base legs must be assigned altitudes that ensure vertical separation unless other approved separation has been applied. This ensures separation in the event of an overshoot or late turn-on to final.

Coordinate with LC for any aircraft conducting approaches to runways other than the active arrival runway(s) in use.

When simultaneous approaches are being conducted on converging runways, LC is responsible for ensuring runway separation. The TRACON must provide enough spacing to minimize the possibility of a go-around.

5.6 VFR Aircraft

VFR Aircraft entering the Class Charlie airspace will be given a discrete beacon code.

If an aircraft departs from SAV and does not request flight following, the aircraft will be handed off from LC to TRACON and released to UNICOM once clear of the Class Charlie.

5.7 Satellite Procedures

Aircraft departing from, or destined for SAV satellite fields, shall be kept clear of departure flows into and arrival flows out of SAV whenever possible.

For arrivals into satellite airports:

- Once aircraft have received an approach clearance
- A point out to the appropriate ATCT shall be initiated.
- Once the point out is completed, aircraft communications shall be transferred to the ATCT

5.8 Radar North & West Combined Airspace

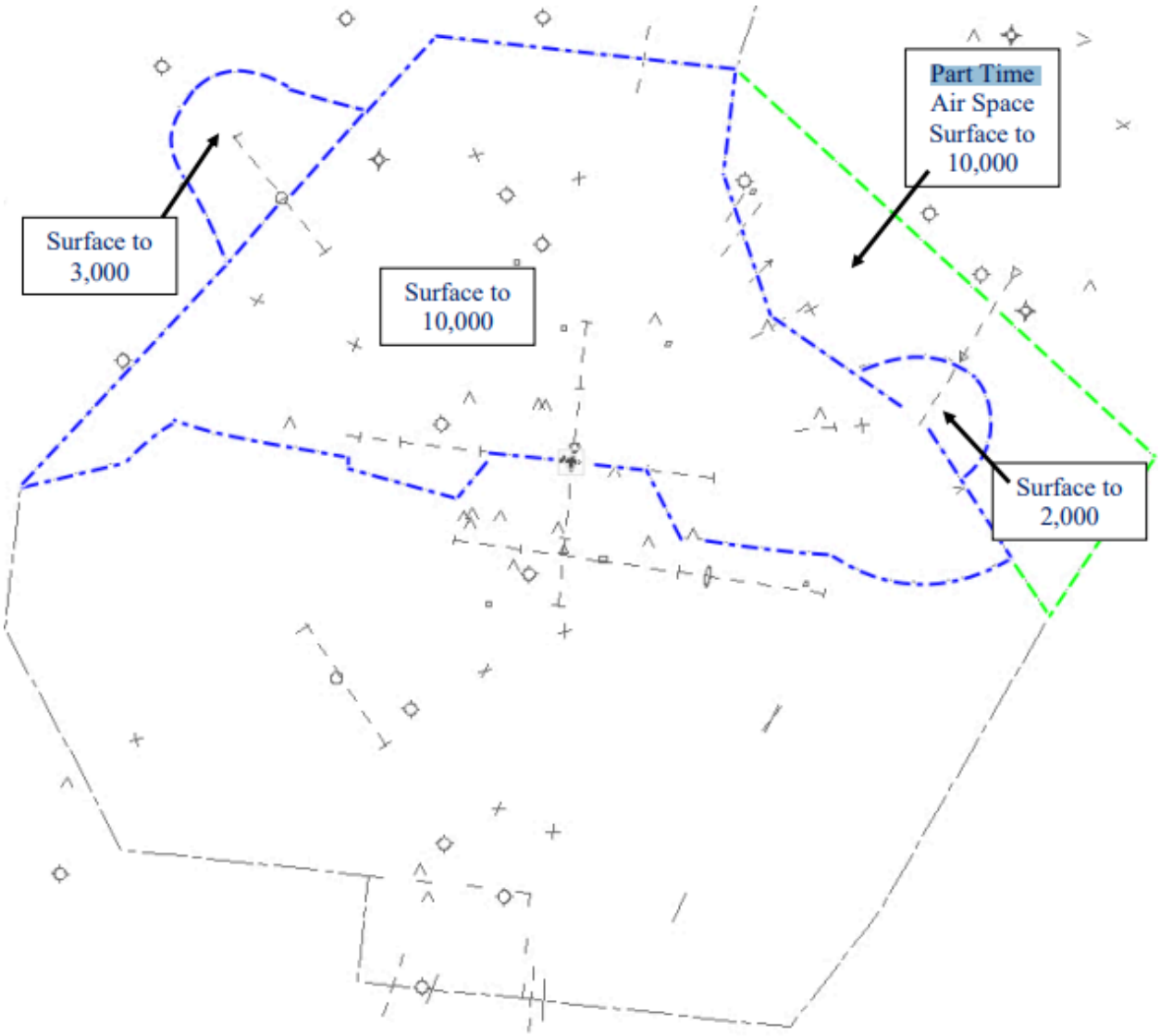

Figure 9. Radar North & West Combined Airspace

"Part Time Air Space" is delegated to RN when NBC RAPCON is closed.

5.9 Radar South Airspace

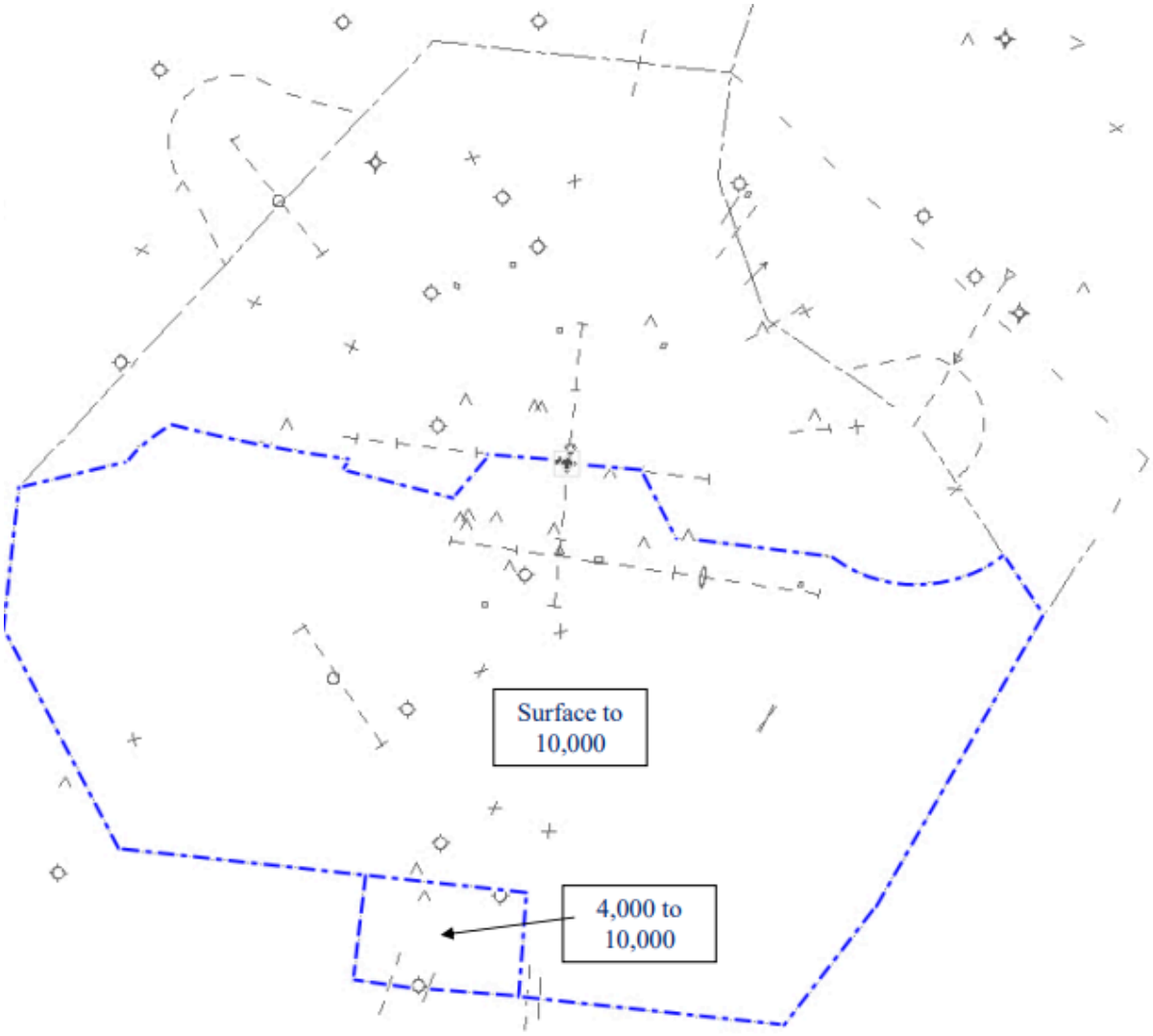

Figure 10. Radar South Airspace

5.10 Radar West Airspace

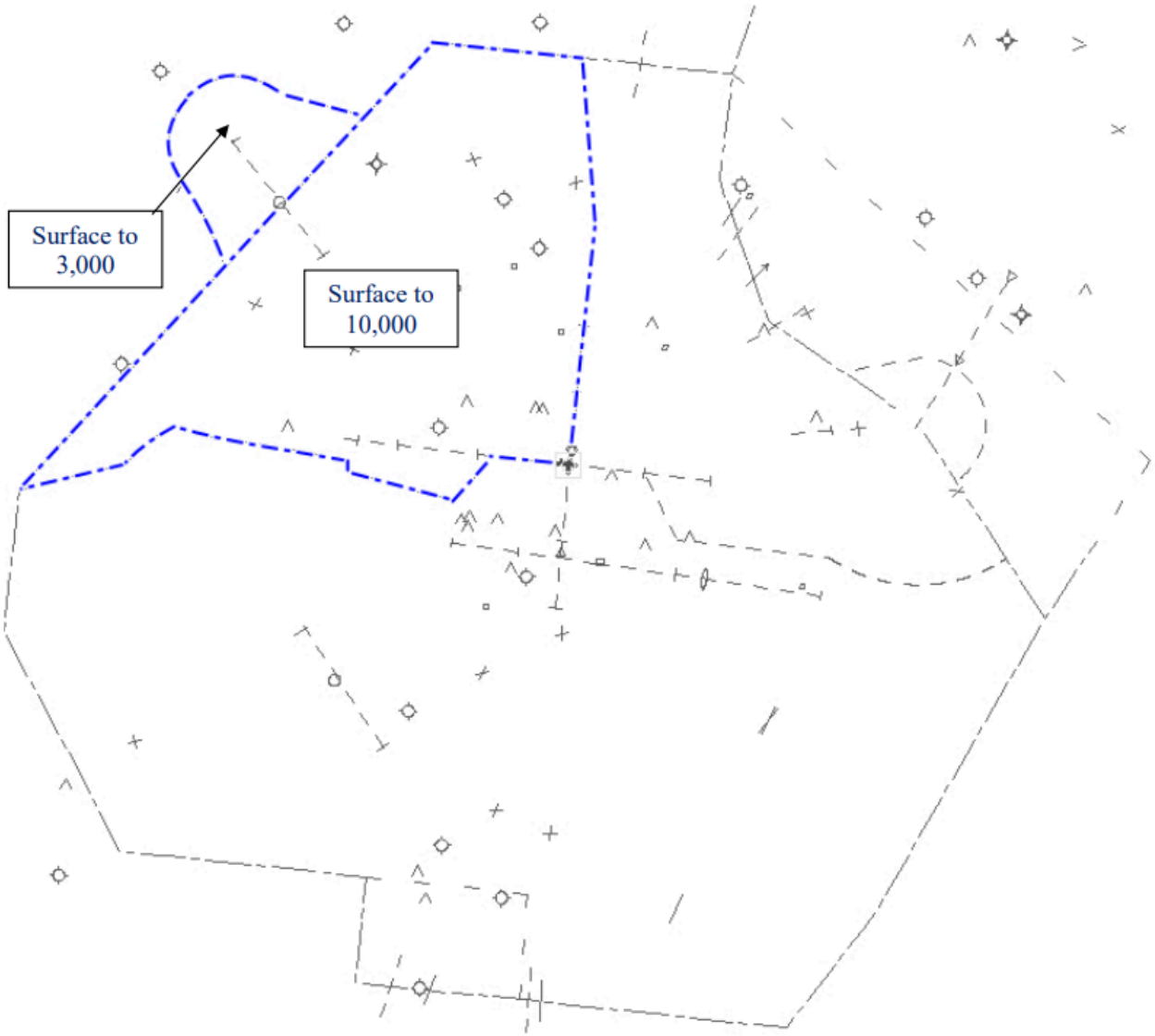

Figure 11. Radar West Airspace

5.11 Radar North Airspace

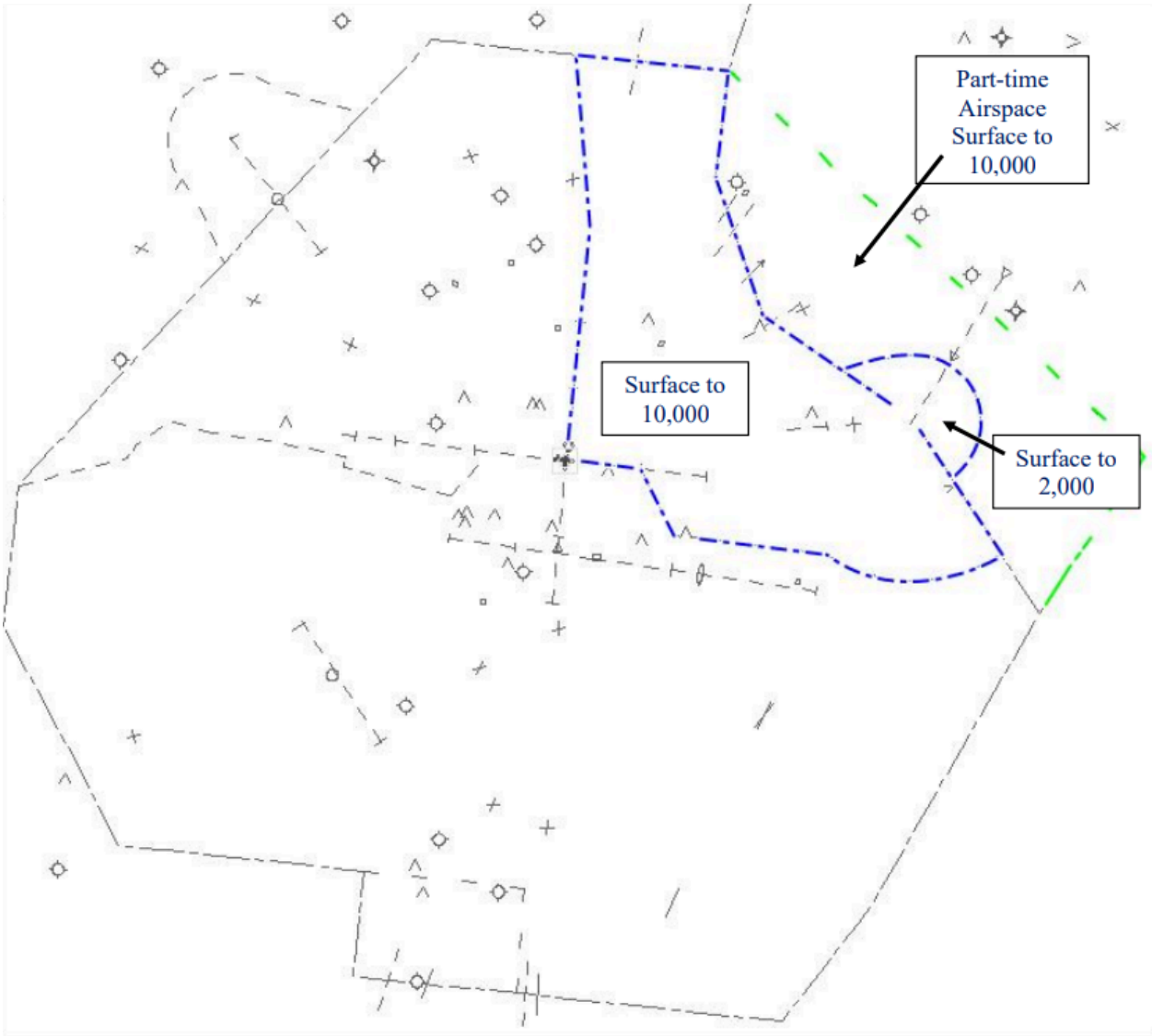

Figure 12. Radar North Airspace

5.12 Airspace Diagram

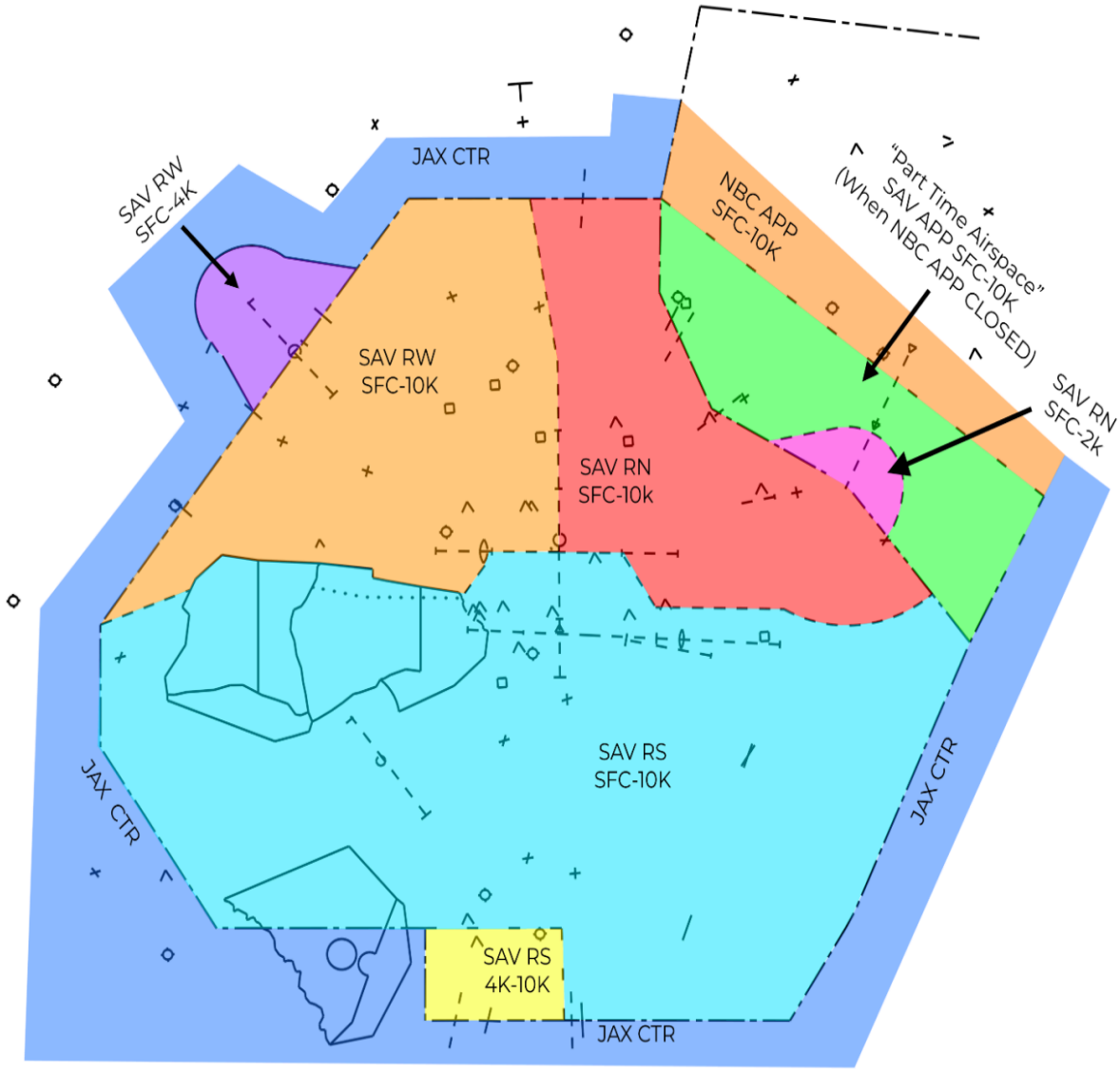

Figure 13. SAV TRACON and Adjoining Airspaces