Jacksonville ARTCC

MCO ATCT
Standard Operating Procedures

Document Number	ZJX-1
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DOCUMENT INFORMATION

Purpose

This document prescribes the procedures to be utilized for providing air traffic control services at the Orlando Air Traffic Control Tower (MCO ATCT). The procedures described herein are supplemental to the Jacksonville ARTCC Facility Operating Guidelines and FAA Order JO 7110.65, as well as any published FAA guidelines or procedures.

Distribution

This order is distributed to all Jacksonville ARTCC personnel.

Responsibility

The Air Traffic Manager 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
06/25/2019	Initial Release, Split Ground Procedures Addition, and Rolling Calls Update	Peter Shivery/ ZJX-1.A
03/15/2020	DTAs Updated, DTA Diagram Added, CITR# initial altitude changed, DTA procedures updated	Brin Brody/ ZJX-1.B
01/01/2021	Removed requirements to add DTA to flight plan; Changed departure headings to fan heading	Maxine Grooms/ ZJX-1.C
04/22/2021	Renewal of procedures IAW with Central Florida Metroplex	Maxine Grooms/ ZJX.1.D

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CHAPTER 1. OPERATIONAL POSITIONS

Table 1. MCO ATCT Operational Positions

Position	Radio Name	Callsign	Relief	Symbol	Frequency
Flight Data/ Clearance Delivery* (FD/CD)	**Orlando Clearance Delivery**	**MCO_DEL**	**1**	**4D**	**134.700**
West Ground* (GCW)	**Orlando Ground**	**MCO_W_GND**	**W1**	**4WG**	**121.800**
East Ground (GCE)	Orlando Ground	MCO_E_GND	E1	4EG	126.400
West Tower (LCW)	Orlando Tower	MCO_W_TWR	W1	4WT	124.300
East Tower* (LCE)	**Orlando Tower**	**MCO_E_TWR**	**E1**	**4ET**	**118.450**

Bold/asterisk designates a primary position.

CHAPTER 2. CLEARANCE DELIVERY (CD)

2.1 Responsibilities

1. Issue ATC Clearances to all departing aircraft, both VFR and IFR.

2.2 IFR Departure Instructions

2.2.1 IFR Routing

1. Unless it is necessary to change an aircraft's route, aircraft should be cleared on their filed route.
    a. Aircraft on the ORLA# and CITR# departure procedures should be cleared via the "ORLA#/CITR# departure, then as filed", unless further amendments are required.
        i. *PHRASEOLOGY: Orlando 4 departure, then as filed*
    b. Aircraft on the MZULO#, LEWRD#, FSHUN#, EPCOT#, FATHE#, JEEMY# and DDANY# departure procedures should be cleared via the "DP# departure, FIIXX transition, then as filed", unless further amendments are required.
        i. *PHRASEOLOGY: DDANY 1 departure, VALKA transition, then as filed*
2. All routes must comply with routings approved by the facility in intra- or inter-ARTCC LOAs. Aircraft that do not file these routes should have them amended appropriately.
    a. Aircraft unable to accept preferred routes must not be cleared until coordination has occurred between all affected staffed facilities.

Note: Turboprops are **unable** to fly any RNAV SID's out of MCO **except** for the FSHUN#, all turboprop aircraft **must** be assigned the ORL# departure to their first valid fix otherwise.

2.2.2 Departure Transition Areas

1. Turbojet or turboprop aircraft not able to fly an RNAV departure procedure shall be assigned the ORLA# departure procedure. The aircraft must depart the F11 through a valid departure radar DTA (see table below).
    a. The aircraft's route shall **not** lead with the assigned DTA, unless that aircraft has been cleared on a route including the DTA fix. Aircraft scratchpads shall be updated in accordance with section 2.5 of this document.
    Example: Aircraft A has been cleared on a route starting at the fix KLMAN. While KLMANis a valid DTA, the fix should be left in the flight plan route, as the aircraft has been cleared on a route including the KLMAN fix. The aircraft's scratchpad should also be updated to reflect the letter "KLM" (KLMAN DTA).
    *Example 2: Aircraft B has been cleared on a route starting at the VOR MLB. MLB is not a valid DTA, but the aircraft is exiting via the ATLAS DTA. ATLAS should **not** be added to the route, but the aircraft's scratchpad should be updated to reflect the letter "ATL" (ATLAS DTA).*

2. Piston aircraft shall always be assigned the CITR# departure procedure. The aircraft must depart the F11 through a valid satellite radar DTA (see table).

Table 2. Orlando Departure DTAs (ORLA#) - Turbojet/Turboprop Aircraft

Direction	DTA	Associated Fixes
West	CAMAN	CTY, SZW, OCF, KNOST, BULZI, HEVVN, PATOY, BRUTS
Southwest	KLMAN	RSW, SRQ, CYY
Southeast	ATLAS	MLB, TRV, PBI, FLL
Northeast	WORMS	CRG, OMN, SGJ, SSI
Northwest	MICKI	TAY, OTK

Table 3. Citrus Departure DTAs (CITR#) - Piston Aircraft

Direction	DTA	Associated Fixes
Northwest	VIZTA	CTY, SZW, OCF, BULZI, HEVVN
Southwest	KLMAN	RSW, SRQ, CYY
Southwest	KNEED	PIE, MCF, LAL
Southeast	TPSTR	TRV, PBI, FLL, MLB, PHK
North	WORMS	TAY, CRG, OMN, SGJ, SSI

Notes:

1. Aircraft with none of the above as their first fixes shall use the departure gate closest to their first fix as long as the fix is outside of the F11 airspace.
    a. Example: Aircraft filed directly to PAM (not listed) shall be routed through CAMAN

2.2.3 IFR Altitudes - North Operations

1. Instruct all aircraft on an RNAV departure procedure in North Operations to “Climb via SID except maintain 7,000”
2. Instruct all pilots of turbojet and turboprop aircraft on the ORLA# departure to maintain 5,000 and to expect filed cruise altitude (if higher) 10 minutes after departure.
3. Instruct all aircraft on the CITR# departure to maintain 2,000 and to expect filed cruise altitude (if higher) 10 minutes after departure.
4. Substitute 7,000, 5,000 or 2,000 for lower if an aircraft’s IFR cruise altitude is filed for lower.

2.2.4 IFR Altitudes - South Operations

1. Instruct all aircraft on an RNAV departure procedure to maintain 7,000.
2. Instruct all pilots of turbojet and turboprop aircraft on the ORL# departure to maintain 5,000 and to expect filed cruise altitude (if higher) 10 minutes after departure.
3. Instruct all aircraft on the CITR# departure to maintain 2,000 and to expect filed cruise altitude (if higher) 10 minutes after departure.
4. Substitute 7,000, 5,000 or 2,000 for lower if an aircraft’s IFR cruise altitude is filed for lower.

2.2.5 Facility Beacon Codes

All departing aircraft must be assigned a unique beacon code in accordance with Table 5.

Table 4. MCO ATCT Beacon Codes

Departure Flight Rules	Beacon Range (Low-High)
IFR / VFR	0701-0757

2.3 VFR Departure Instructions

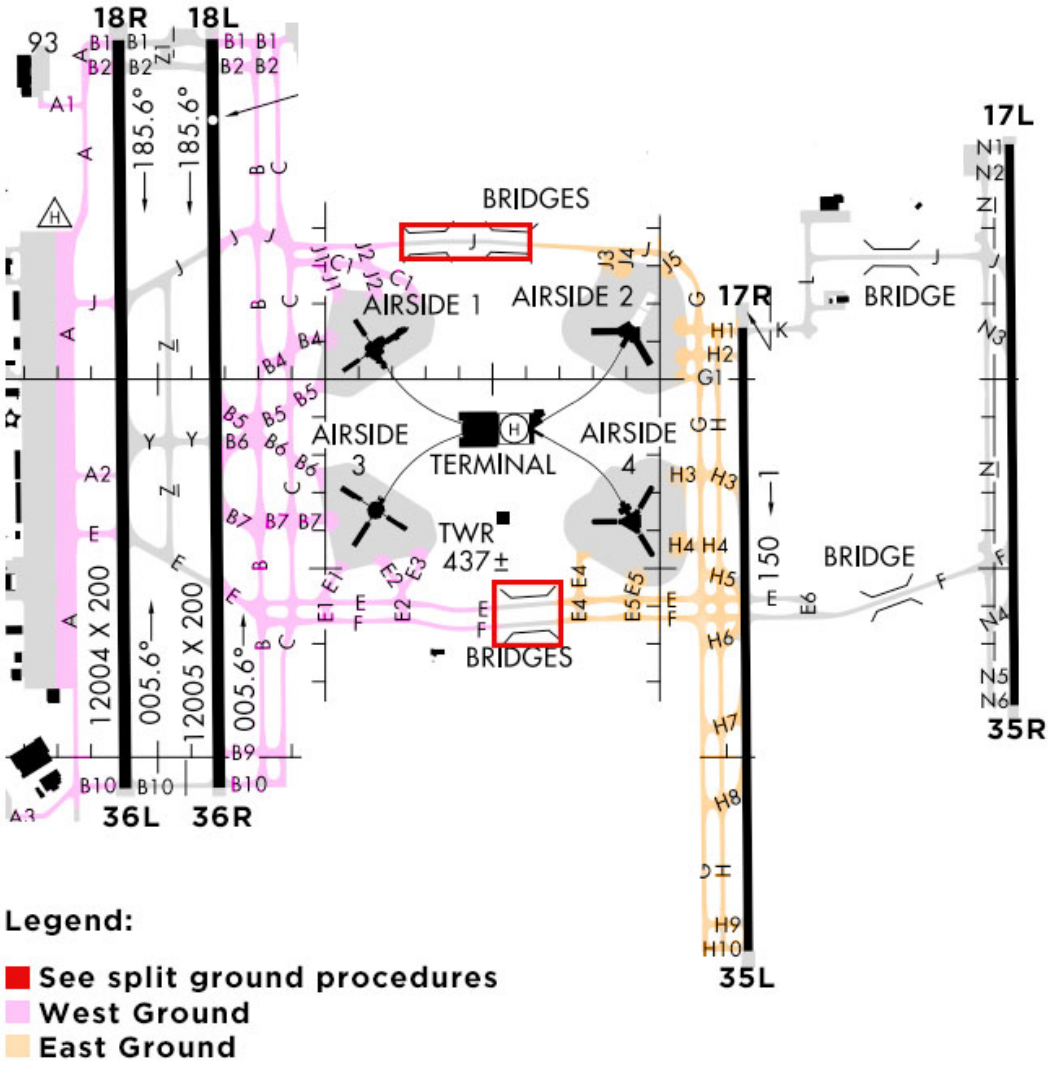
1. Clear the aircraft out of/into the Orlando Class Bravo airspace as appropriate.
2. Instruct piston aircraft to maintain VFR at or below 1,500. Jet/turboprops shall maintain VFR at or below 5,000.
3. VFR aircraft not remaining within the pattern shall be cleared out of the Orlando Class Bravo airspace and given a departure frequency.
    a. VFR aircraft departing west shall receive SRD as their departure frequency (DRW or DRE depending on where combined).
    b. VFR aircraft departing east shall receive SRK as their departure frequency (or DRE if not open).
    c. VFR aircraft departing south shall receive SRD as their departure frequency (DRW if SRD closed or DRE if SRD and DRW are closed).
    d. VFR aircraft departing north shall receive SRN as their departure frequency (DRE if SRN closed).
4. Assign all VFR aircraft a facility-appropriate, unique VFR beacon code in compliance with Table 5. This includes VFR aircraft remaining within the pattern.

CHAPTER 3. GROUND (GC)

3.1 Area of Responsibilities

1. GC has control of all taxiways except those between parallel runways.
2. GC West is responsible for all taxiways west of the Juliet, Echo and Foxtrot bridges up to Runway 18L/36R. West Ground is also responsible for the west ramp and taxiways west of Runway 18R/36L.
3. GC East is responsible for all taxiways east of Juliet, Echo and Foxtrot bridges up to Runway 17R/35L.

Figure 1. Orlando Airport Ground Map



3.2 Ground Operations

1. GC shall only taxi aircraft east on taxiway E.
2. GC shall only taxi aircraft west on taxiway F.
3. GC shall utilize taxiway H and taxiway B for arrival aircraft.
4. GC shall utilize taxiway C and taxiway G for departing aircraft.

3.3 Split Ground Procedures

1. Taxi aircraft via taxiways E and F in accordance with Table 7 and instruct the pilot to change ground control frequencies at the bridge.
2. Taxi aircraft via taxiway J in accordance with the following:
    a. During MCO South Operations…
        i. Taxiway J is one way westbound between J2 and J3.
        ii. GC East must instruct aircraft to hold short of J2 and contact GC West at the bridge.
    b. During MCO North Operations…
        i. Taxiway J is one way eastbound between J2 and J3.
        ii. GC West must instruct aircraft to hold short of J3 and contact GC East at the bridge.

Table 5. Split Ground Procedures on Taxiways E and F

Network Callsign	Taxi Route	Hold Short Point
MCO_W_GND	East on E	E4
MCO_E_GND	West on F	E2

3.4 Pushback and Startups

1. GC does not authorize pushbacks or startups unless the aircraft pushing back will enter a controlled area during pushback.
    a. In these instances, aircraft should be instructed *“Push and start approved, push tail facing (direction).”* The direction should keep the aircraft pointed in the direction the aircraft will taxi.
    b. If the pilot calls to push, and no controlled area will be penetrated, simply advise the pilot *“Push and start at pilot's discretion.”*

3.5 ATIS

1. GC shall ensure pilots have the current ATIS prior to the aircraft being handed off to Tower.

3.6 Departure Runway Assignments

1. During a period of light or normal traffic, GC shall taxi aircraft to the nearest active departure runway.
2. During a period of heavy traffic, GC will activate Departure Runway Assignments (see Table 6). This will involve taxiing an aircraft to the runway appropriate for their direction of flight.

Table 6. Departure Runway Assignments

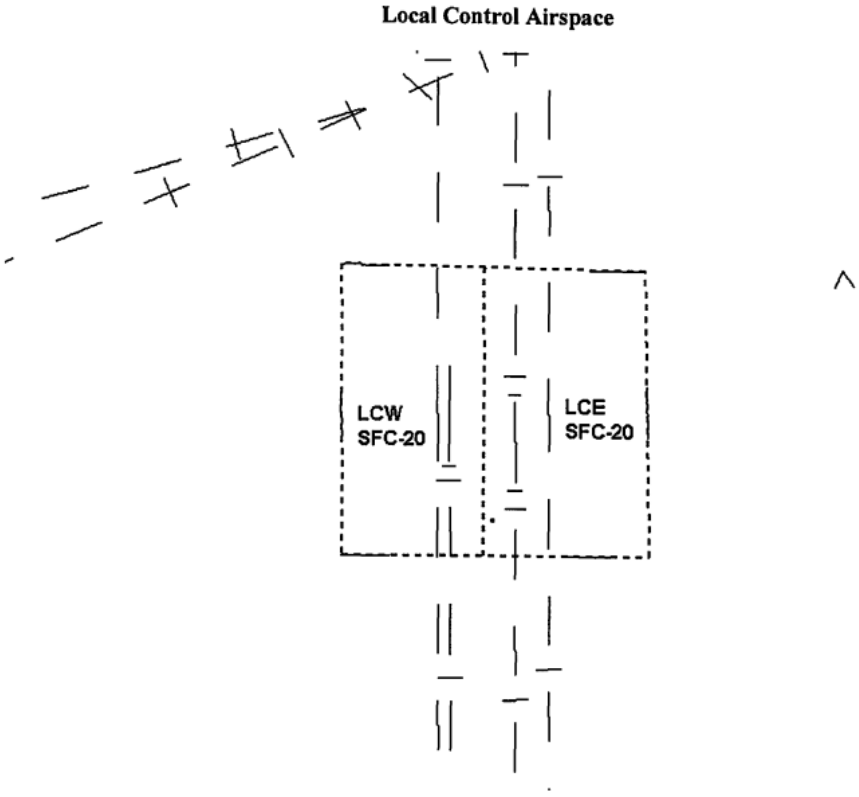
West Complex (18L/18R & 36L/36R)	East Complex (17L/17R & 35L/35R)
EPCOT#	DDANY#
FSHUN#	FATHE#
JEEMY#	MZULO#
LEWRD#	ATLAS
CAMAN	WORMS
MICKI	TPSTR
KLMAN	

CHAPTER 4. LOCAL CONTROL/TOWER (LC)

4.1 Area of Responsibility

1. LC has responsibility for a two-mile by two-mile box from surface up to and including 2,000 MSL.
2. LC has responsibility for all taxiways between parallel runways.
3. LC West is responsible for arrivals and departures on Runway 18L/R & 36 L/R, all taxiways between Runway 18L/R & 36 L/R.
4. LC East is responsible for arrivals and departures on Runway 17L/R & 35R/L and all taxiways between Runway 17L/R & 35R/L.

Figure 2. LC Area of Responsibility



4.2 Active Runway Selection

1. Runways 35L/R and 36L/R (North Operations) are the calm wind runways and preferred runway configuration.
2. If the tailwind component exceeds 10 knots in North Operations, Runways 17L/R and 18L/R (South Operations) shall be used.
3. When in doubt about configuration, reference the real world configuration from D-ATIS.
4. LC may opt to utilize a different runway configuration at their discretion, but must coordinate changes with F11. LC must wait for F11 notification of readiness before executing the new runway configuration.

4.3 Simultaneous Runway Use

1. Runway 36L and Runway 36R may not be used for simultaneous instrument approaches.
2. The ATIS shall indicate at all times *"Caution simultaneous approaches in use"* prior to stating the arrival runways.

4.4 VFR Departures

1. All VFR piston aircraft departing the West complex shall be given a heading of 270° with an initial altitude of 1,500 feet and handed off to Orlando Departure.
2. All VFR turbojet/turboprop aircraft departing the West complex shall be given a heading of 270° with an initial altitude of 5,000 feet and handed off to Orlando Departure.
3. All VFR piston aircraft departing the East complex shall be given a heading of 090° with an initial altitude of 1,500 feet and handed off to Orlando Departure.
4. All VFR turbojet/turboprop aircraft departing the East complex shall be given a heading of 090° with an initial altitude of 5,000 feet and handed off to Orlando Departure.

4.5 Closed Traffic

1. General aviation aircraft may operate in the pattern at KMCO at or below 1,500 feet.
2. Runway 18R (right traffic) or Runway 36L (left traffic) shall be utilized for closed traffic.
3. All aircraft in the pattern must receive a discrete beacon code.

CHAPTER 5. Intersection Distances

5.1 Intersection departure distances during MCO North Operations.

RWY 36L	RWY 36R	RWY 35L	RWY 35R
E: 7,900’	B9: 11,400’	H9: 9,550’	N5: 8,850’
A2: 6,950’	E: 8,850’	H8: 7,750’	N4: 7,550
Y: 6,400’	Y/B6: 7,700’	H7: 6,300’	N3: 3,000’
J: 4,200’	B5: 6,050’	H6: 4,950’	J: 1,850’
B2: 400’	J: 3,300’	F: 4,600’	N2: 400’
	B2: 400’	E: 4,300’	
		H5: 4,000’	
		H3: 2,450’	
		H2: 400’	

5.2 Intersection departure distances during MCO South Operations.

RWY 17R	RWY 17L	RWY 18R	RWY 18L
H2: 9,550’	N2: 8,550’	B2: 11,550’	B2: 11,550’
H3: 7,500’	J: 7,100’	J: 7,950’	J: 8,850’
H5: 5,950’	N3: 5,950’	Y: 5,550’	B5: 5,900’
H6/F: 5,350’	F: 2,350	A2: 5,000’	Y/B6: 5,550’
H7: 3,650	N4: 1,400’	E: 4,050’	B7: 4,250’
H8: 2,450’	N5: 400’		E: 2,950’
H9: 400’			B9: 550’