



Jacksonville ARTCC

En Route Standard Operating Procedures

Document Number	ZJX-100
Version	E
Effective Date	1/01/2021

DOCUMENT INFORMATION

Purpose

This document establishes procedures for staffing of ZJX En Route radar positions. 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
08/03/2018	Initial Release	Peter Shivery/ ZJX-100.A
10/23/2018	Change of Primary Frequency, Establishment of Relief Sign-ons	Brin Brody/ ZJX-100.B
06/14/2019	Formatting Change	Peter Shivery/ ZJX-100.C
07/25/2020	Removal of temporary altitude section and scratchpad section; M102 airway updates; ZWY oceanic procedure changes; relief callsign and standard frequency change for Sector 30; addition of Sectors 57, 11, 16, 50, 75, 58, 68, and 74; STAR crossing restriction updates	Peter Shivery/ ZJX-100.D
01/01/2021	Clarification of ZJX sectorization; removal of standard splits; resectorization of Sector 33, 50; Altitude delegation change of sector 15; Addition of Ultra Low R12	Maxine Grooms/ ZJX-100.E

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CHAPTER 1. SECTORS

1.1 Purpose

En Route sectors are defined by lateral and vertical boundaries of airspace. By default, controllers assuming control of any En Route position(s) are responsible for all airspace within that position which are not controlled by another controller. En Route controllers also assume control of any sector not already controlled by another En Route controller within the confines of ZJX airspace.

1.2 Combined Sectors

An En Route controller assuming responsibility for ZJX En Route airspace shall use the designated “combined” position, unless ZJX En Route airspace is already being controlled by another controller. If traffic volume does not permit a “combined” configuration, ZJX En Route airspace may be further sectorized in accordance with this document. A ZJX En Route controller shall not control another En Route position until the “combined” position has already been utilized.

1.3 Handoffs

Handoffs shall, to the extent possible, be completed no less than five nautical miles from the relevant sector boundary. If a handoff has not been completed by this point, that aircraft shall be turned away from the adjacent airspace and placed in a hold or re-routed as appropriate.

Handoffs shall, to the extent possible, be accomplished utilizing automated handoff features in accordance with FAA JO 7110.65. Handoffs not completed by automated procedures shall be accomplished verbally or via textual communications. Verbal and textual communications between controllers shall utilize appropriate phraseology as described in the FAA JO 7110.65.

1.4 High/Low Splits

ZJX airspace shall not be split high/low without prior approval from the ATM or their designee unless all ZJX high splits have been decombined prior.

1.5 Ultra-High/Ultra-Low Sectorization

The ultra-high/ultra-low sectorization shall not be utilized without prior approval from the ATM or their designee.

1.6 Callsigns

All En Route positions shall utilize the radio callsign “Jacksonville Center” over voice communications. This radio callsign may be abbreviated to “JAX Center” over voice communications, at the discretion of the relevant controller.

1.7 Point Outs

Point outs shall be achieved in accordance with FAA JO 7110.65. Point outs shall only be achieved by verbal means of communication. The point out feature of your ATC client is not adequate to be utilized as the sole point out method, unless utilized in conjunction with verbal communications.

1.8 Separation

All ZJX En Route controllers shall ensure separation of aircraft in accordance with FAA JO 7110.65. Letters of Agreement with adjacent facilities and any other ZJX policies.

1.9 Sector Table

NEPTA Sector 30 shall be the first high position staffed and may delegate to additional high sectors as needed. OCALA Sector 15 shall be the first low position staffed and may delegate to additional low sectors as needed.

Bold/asterisk indicates the designated “combined” position.

Callsign	Relief Callsign	Sector Name	Frequency	Airspace
Ultra-Low Sectors				
JAX_12_CTR	JAX_AL_CTR	ALBANY	125.750	See Chapter 20
Low Sectors				
JAX_15_CTR	JAX_OC_CTR	OCALA	133.320	SFC-FL235
JAX_57_CTR	JAX_SJ_CTR	ST. JOHN	134.000	SFC-FL265
JAX_13_CTR	JAX_AS_CTR	ASHBURN	134.450	SFC-FL235
JAX_10_CTR	JAX_CR_CTR	CRESTVIEW	120.200	SFC-FL235
JAX_53_CTR	JAX_BR_CTR	BRUNSWICK	126.750	SFC-FL235
JAX_52_CTR	JAX_ME_CTR	METTA	135.050	SFC-FL235
High Sectors				
JAX_11_CTR	JAX_BR_CTR	BREWTON	124.475	FL240-FL345
JAX_16_CTR	JAX_MA_CTR	MAYO	125.175	FL270-FL345
*JAX_30_CTR	JAX_NP_CTR	NEPTA	135.925	FL240-FL345
JAX_33_CTR	JAX_GE_CTR	GENEVA	125.050	FL240-FL345
JAX_35_CTR	JAX_TO_CTR	TORRY	134.850	FL240-FL345
JAX_50_CTR	JAX_AL_CTR	ALMA	135.970	FL240-FL345
JAX_52_CTR	JAX_ME_CTR	METTA	135.050	FL240-FL345
JAX_58_CTR	JAX_ST_CTR	ST. AUGUSTINE	126.350	FL240-FL345†
JAX_66_CTR	JAX_AI_CTR	AIKEN	127.875	FL240-FL345
JAX_68_CTR	JAX_SA_CTR	STATES	126.125	FL240-FL345
JAX_75_CTR	JAX_GR_CTR	GREEN COVE	127.475	FL240-FL345†
Ultra-High Sectors				
JAX_51_CTR	JAX_KN_CTR	KNEMO	120.120	*FL345-ABV

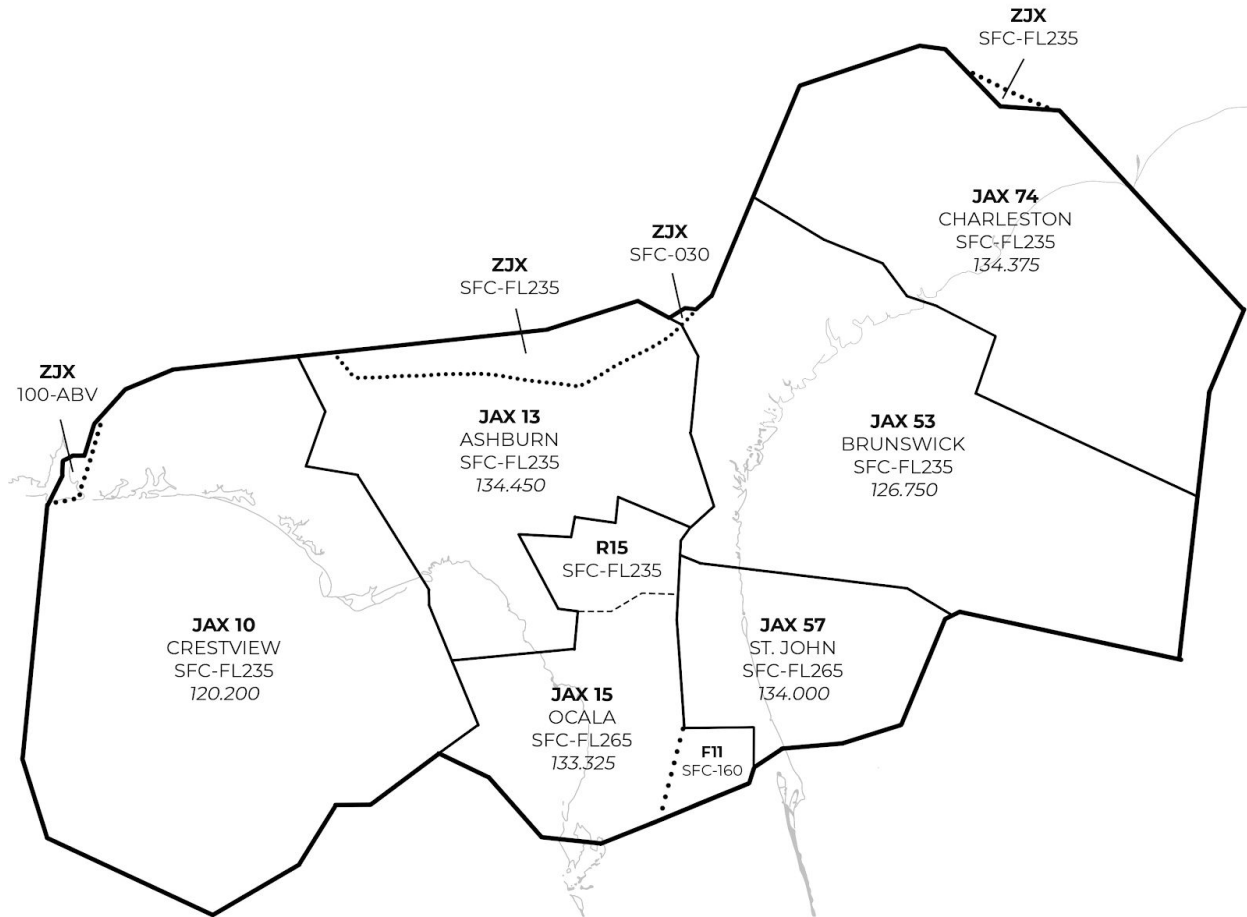
† FL270-FL345 when operating above the lateral limits of Sector 15 OCALA and Sector 57 ST. JOHN.

1.11 Airspace Diagrams

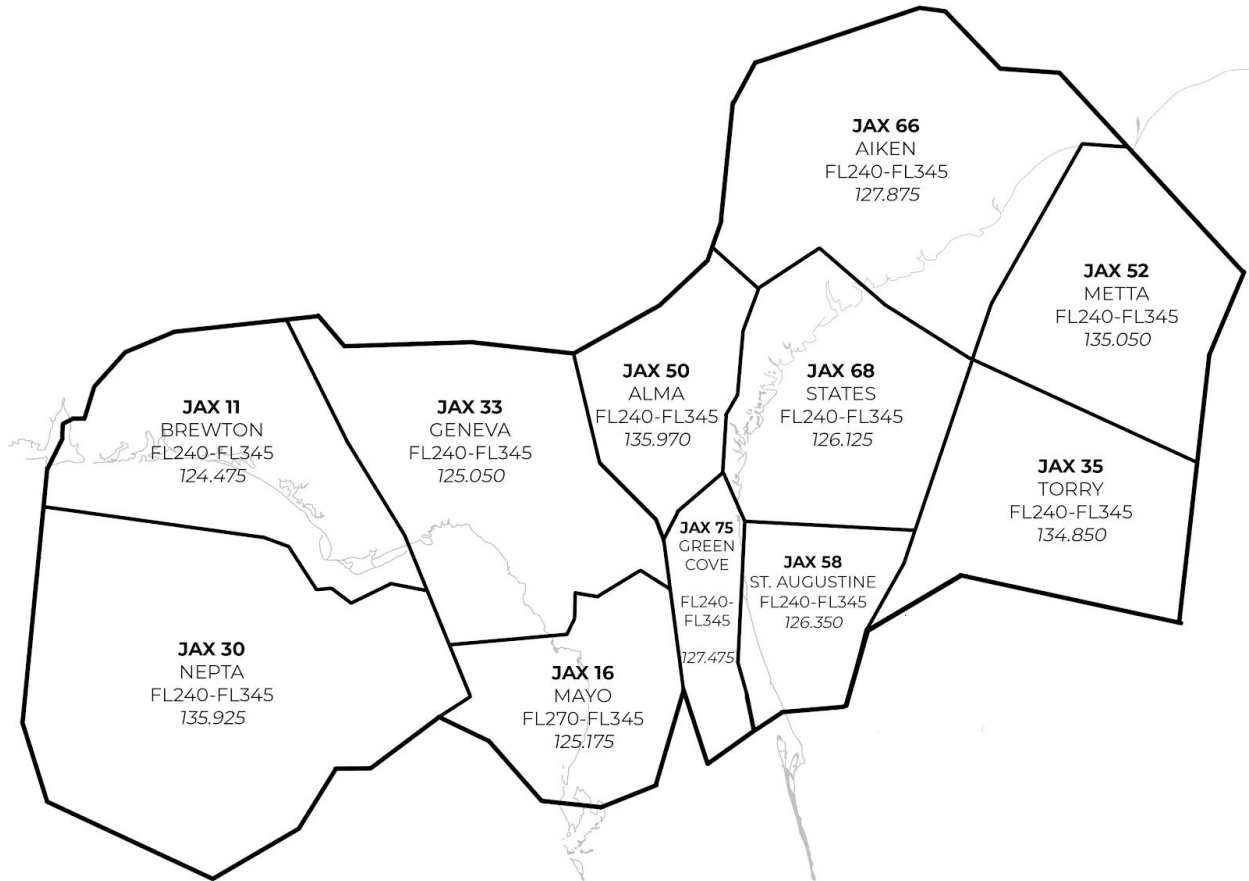
Standard 2-Way Split



Low Sectorization



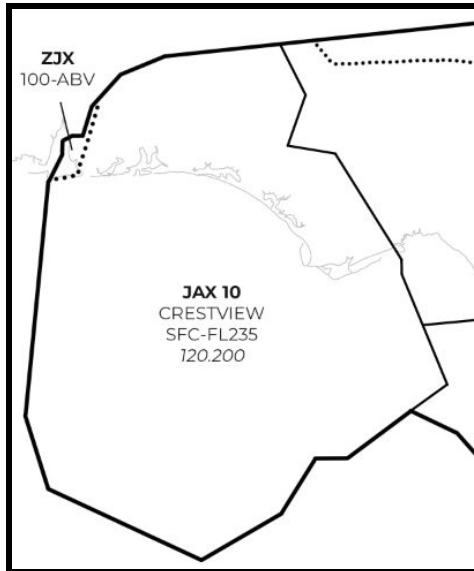
High Sectorization



Ultra-High Sectorization



CHAPTER 2. CRESTVIEW LO (10) SECTOR



Sector 10 CRESTVIEW is a low enroute sector AOB FL235 situated over the Florida Panhandle and the gulf of Mexico. R10 primarily handles arrivals into the Pensacola (PNS), Eglin (VPS), Tyndall (PAM), Cairns (OZR), and Tallahassee (TLH) areas. This sector will also handle ZHU traffic descending into Mobile (MOB) and Gulfport (GPT), and ZTL traffic into Montgomery (MGM).

-Altimeters for R10: KPNS, KVPS, KPAM, KECP, KTLH, KMGM, KMOB, KGPT

2.1. Descent Table

Destination	Altitude	Speed	Notes
KPNS	North side of P31: 11k	N/A	
KVPS	North side of VPS RAPCON: 11k	N/A	
KTLH	TLH Border: 11k	N/A	
KMGM	Border: AOB 15k descending to 11k	NA	
KMOB	Border: AOB 8k	N/A	KPNS TFC DCT SJI
KGPT	Border: AOB FL180	N/A	

CHAPTER 3. ASHBURN LO (13) SECTOR



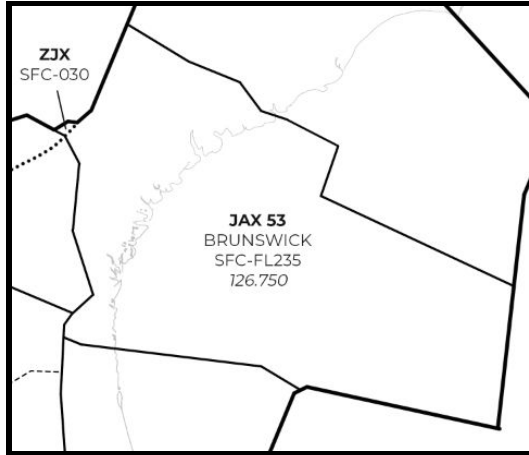
Sector 13 ASHBURN is a low enroute sector AOB FL235 located over Central North Florida and South Georgia. This sector primarily handles aircraft into Tallahassee (TLH), Cairns (OZR), Valdosta (VLD), Jacksonville (JAX) via the OHDEA1 and AMG2 arrivals and the ARNEY2 departure, Savannah (SAV), and A80 satellites to MCN/CSG.

-Altimeters for R13: KJAX, KSAV, KTLH, KVLD, KM CN, KCSG, KOZR

3.1. Descent Table

Destination	Altitude	Speed	Notes
KTLH	Border: 11k	N/A	
KJAX	OHDEA#: Descend Via	N/A	
	AMG#: OHDEA at 12k	N/A	
KSAV	Border: 11k	N/A	
KMCN/KCSG	A80 Border: AOB FL230 descending to 11k	NA	
KOZR	Border: 11k	N/A	
KVLD	Border: 11k	N/A	

CHAPTER 4. BRUNSWICK LO (53) SECTOR



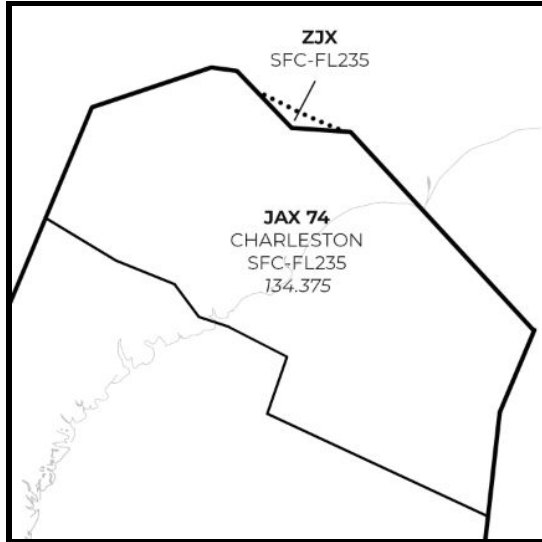
Sector 53 ASHBURN is a low enroute sector AOB FL235 bordering the Eastern coasts of Florida, Georgia, and South Carolina. This sector primarily handles aircraft into Savannah (SAV), Jacksonville (JAX) via the LUNNI1 and HOTAR1 arrivals as well as the CROSB2 departure, and Charleston (CHS) via the BAGGY2 Arrival as well as the LGRHD2 and PLFMD2 Departures.

-Altimeters for R53: KJAX, KSAV, KCHS, KCAE, KAGS, KSSI

4.1. Descent Table

Destination	Altitude	Speed	Notes
KJAX	LUNNI#: Descend Via	N/A	
	HOTAR#: Border at 15k	N/A	
KCHS	BAGGY#: Descend Via	N/A	
KSAV	Border: 11k	N/A	
KCAE	Border: 11k	NA	
KAGS	STUGE#: SAV at FL180	N/A	
	STUGE#: STUGE AOB 12k	250	
KNBC	Border: 11k	N/A	

CHAPTER 5. CHARLESTON LO (74) SECTOR



Sector 74 CHARLESTON is a low enroute sector AOB FL235 encompassing the South Carolina Coast and inland South Carolina. R74 handles traffic from Charleston (CHS) via the MLTRE2, PLMTO2, and SWPFX2 departures as well as the AMYLU2 and OSPRI6 arrivals. R74 also handles Charlotte (CLT) arrivals via the RASLN3, MLLET2, and STOCR3 arrivals in addition to the KER3, BEAVY5, ICONS4, and KWEEN4 Departures. R74 also descends aircraft arriving into ZDC via Wilmington (ILM), Fayetteville (FAY), and

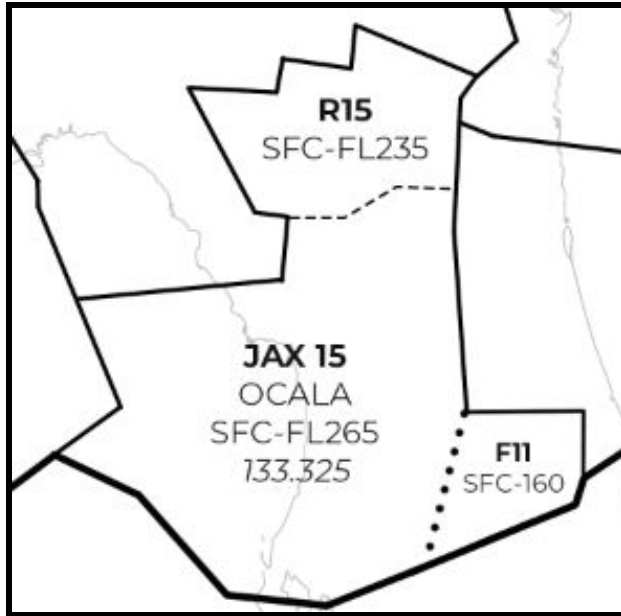
Greensboro (GSO). Additionally R74 handles arrivals and departures into Myrtle Beach (MYR), Columbia (CAE), Florence (FLO), and Shaw (SSC) RAPCON.

-Altimeters for R74: KCHS, KCLT, KILM, KFAY, KAGS, KMYR

5.1. Descent Table

Destination	Altitude	Speed	Notes
KCHS	AMYL#:#: Descend Via	N/A	
	OSPRI#:#: Descend Via	N/A	
KCLT	STOCR#:#: Descend via	250	Advise A/C of Ops
	MLLET#:#: MLLET at 12k	250	North
	MLLET#:#: MLLET at 14k	250	South
	RASLN#:#: RASLN at 11k	250	North, Jets
	RASLN#:#: RASLN at 14k	250	South, Jets
	RASLN#:#: RASLN at 8k	N/A	North, Props
	RASLN#:#: RASLN at 10k	N/A	South, Props
KRDU	ZDC Border: FL210	N/A	
KFAY	Border: AOB 15k descending to 11k	NA	
KAGS	STUGE#:#: CHS at FL180	N/A	
	STUGE#:#: ALD at 14k	N/A	
	STUGE#:#: STUGE AOB 12k	250	
	STWRT#:#: STWRT at 11k	250	
KCAE	Border: 11k	N/A	
KMYR	Border: 11k	N/A	
KILM	Border: AOB 15k descending to 11k	N/A	
KGSO	BLOCC#:#: TENNI at FL210	N/A	
KSSC	Border at 11k	N/A	

CHAPTER 6. OCALA LO (15) SECTOR



Sector 15 OCALA is a high workload, low enroute sector primarily AOB FL265 except below the R33 Geneva Shelf where R16 is delegated AOB FL235. Ocala borders the F11, JAX, and TPA TRACONS. R15 does the primary sequencing for the PIGLT6, BUGGZ4, and LEESE2 arrivals into Orlando (MCO), as well as working MCO departures via CAMDT, VIZTA, and KNEED. R15 issues descents into Jacksonville (JAX) via the MARQO2 STAR, and works departures via the JETIN2 SID. R15 also issues multiple descents into the Tampa and

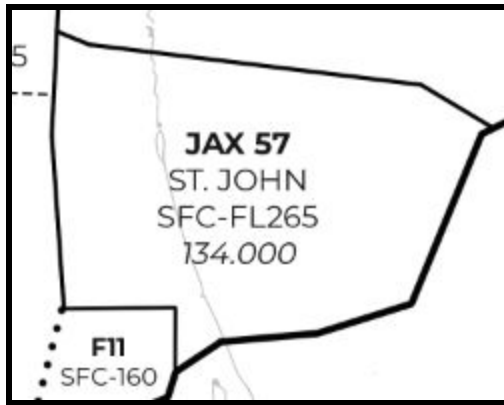
Sarasota areas.

-Altimeters for R15: KJAX, KMCO, KGNV, KOCF, KTPA, KSRQ

6.1. Descent Table

Destination	Altitude	Speed	Notes
KMCO	PIGLT#: PIGLT at 11k	250	South
	PIGLT#: PIGLT at 11k	280	North
	BUGGZ#: BUGGZ at 12k	250	South
	BUGGZ#: BUGGZ at 12k	N/A	North
	LEESE#: SHIMM at 11k	250	South
	LEESE#: SHIMM at 11k	N/A	North
	PIE.COSTR#: PIE at FL210		
KJAX	MARQO#: Descend Via	N/A	
	TEBOW#: Descend Via	N/A	
KTPA	DADES#: OLENE at 13k	N/A	250kt in South
	DARBS#: TABIR at 13k	N/A	250kt in South
	FOOXX#: TABIR at 13k	N/A	250kt in South
	LZARD#: OLENE at 13k	N/A	250kt in South
KSRQ	CLAMP#: BOATS at 11k	N/A	Props
	CLAMP#: WALTR at 13k	N/A	Jets
	TEEGN#: TEEGN at 13k	N/A	Jets
	TEEGN#: AVTAR at 11k	N/A	Props
	TRAPR#: TRAPR at 13k	N/A	

CHAPTER 7. ST. JOHN LO (57) SECTOR



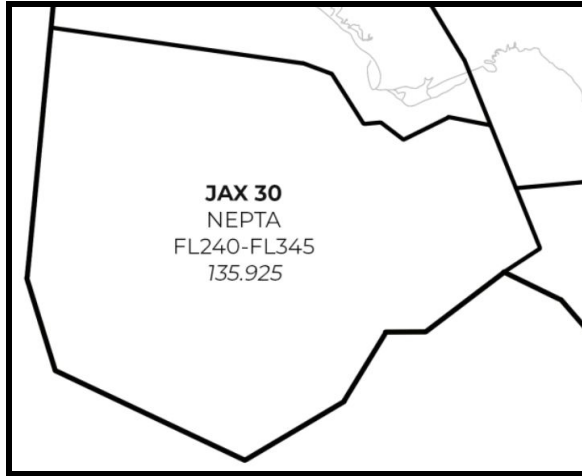
Sector 57 ST. JOHN is a high workload low enroute sector AOB FL265. R57 does the primary sequencing for Orlando (MCO) arrivals via the CWRLD4 and BITHO7. R57 also services Orlando departures via WORMS, JAG6 and MCCOY2. R57 issues descents for Jacksonville (JAX) via the QUBEN1 and POGIE2 arrivals, services the EXBOX2 and SAWGY2 departures, and the Daytona Beach area.

-Altimeters for R57: KMCO, KJAX, KDAB

7.1. Descent Table

Destination	Altitude	Speed	Notes
KMCO	OMN.CWRLD#: LAMMA at 12k	250	South
	OMN.CWRLD#: LAMMA at 12k	N/A	North
	GRDON.CWRLD#: TIMIE at 12k	250	South
	GRDON.CWRLD#: TIMIE at 12k	N/A	North
	BITHO#: LAMMA at 12k	250	South
	BITHO#: LAMMA at 12k	N/A	North
KJAX	QUBEN#: Descend Via	N/A	
	POGIE#: BASSS at 13k	250	
KSFB	CORLL#: OMN at 10k	N/A	
KDAB	15 NM North of OMN at 12k	N/A	

CHAPTER 8. NEPTA HI (30) SECTOR

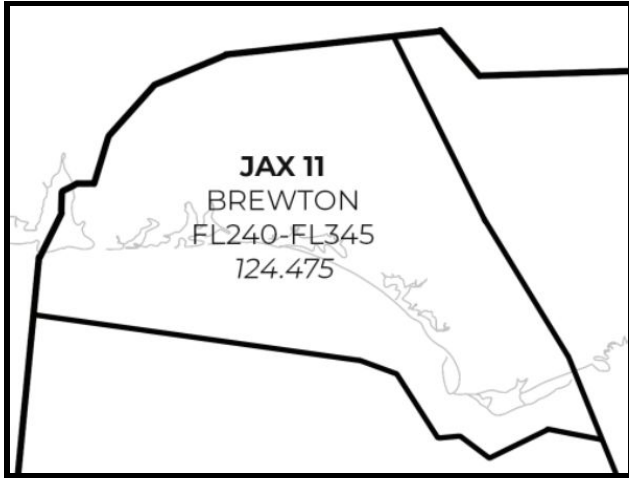


Sector 30 NEPTA is a high enroute sector spanning the gulf region of ZJX. ZJX enroute controllers are advised to be alert towards aircraft traversing Y280 & Y290. Traffic on these airways are generally inbound or outbound ZMA airspace. When ZMA is offline aircraft inbound to KMCO via COSTR3 shall be given descent. Aircraft inbound MCO are not authorized to deviate off course and shall be handed to the appropriate F11 sector if online.

8.1. Descent Table

Destination	Altitude	Speed	Notes
KMSY	ZHU Border: AOB FL280	N/A	
KMCO	SIMMR.COSTR#: SYKES at FL230	N/A	ZMA OFFLINE
	SIMMR.COSTR#: ANDRO at 13k	250 North	ZMA OFFLINE
KPNS	P31 South Border:: FL230	N/A	

CHAPTER 9. BREWTON HI (11) SECTOR

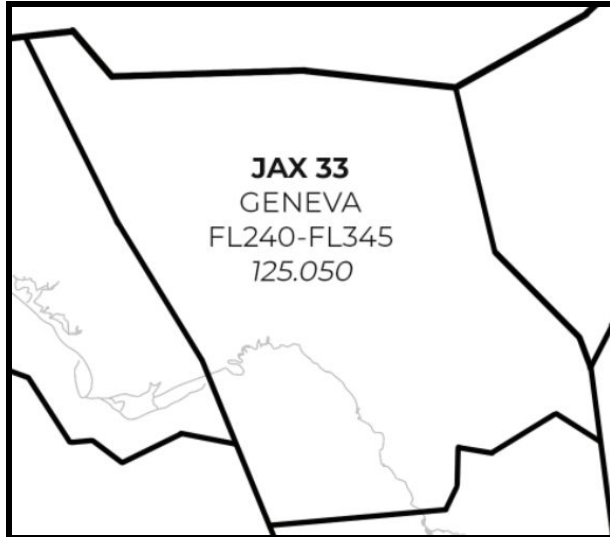


Sector 11 BREWTON is a high enroute sector that primarily handles traffic transiting J2 westbound towards ZHU. BREWTON also borders ZTL and will mostly only ever work light overflights over J2.

9.1. Descent Table

Destination	Altitude	Speed	Notes
KMSY	ZHU Border: AOB FL280	N/A	
KPNS	P31 South Border: at FL230	N/A	

CHAPTER 10. GENEVA HI (33) SECTOR

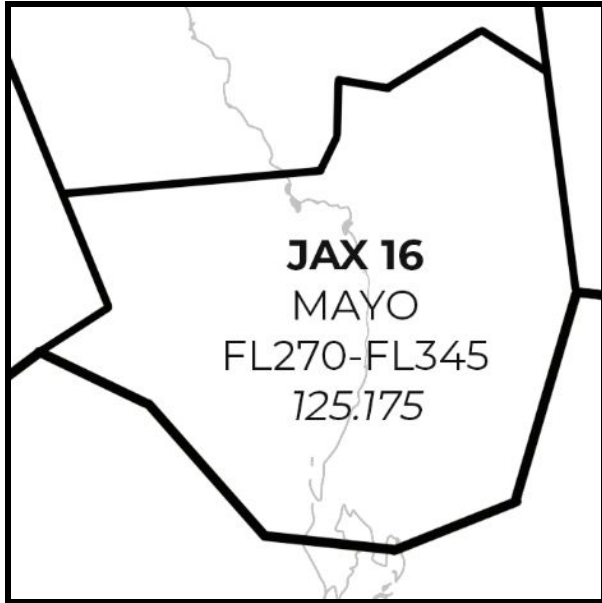


Sector 30 GENEVA is a high enroute sector, handling a majority of descents into KMCO and KTPA, as well as overflights to MIA/FLL via the SSCOT#/JINGL# arrivals. GENEVA is arguably the highest workload high sector and Enroute controllers should be aware of the heavy flows, both overflights and descents.

10.1. Descent Table

Destination	Altitude	Speed	Notes
KMCO	OTK.PIGLT#: MTATA at FL250	N/A	
	EMPEE.BUGGZ#: EMPEE at FL270	N/A	
	OTK.LEESE#: CLAWZ at FL270	N/A	
KTPA	DARBS#: LEGGT at FL270	N/A	
	FOOXX#: LEGGT at FL270	N/A	

CHAPTER 11. MAYO HI (16) SECTOR

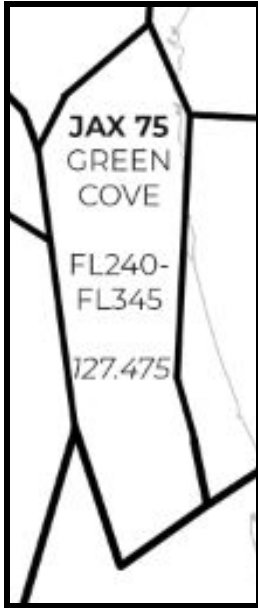


Sector 16 MAYO is a high enroute sector at or above FL270, primarily working overflights bound deeper into ZMA airspace, as well as descents into TPA. Sector 16 also works departures out of KMCO via the CAMDT corridor.

11.1. Descent Table

Destination	Altitude	Speed	Notes
KRSW	CYN.A.SHFTY#: INPIN AOB FL310	N/A	
	SZW.JOSFF#: HILTI AOB FL290	N/A	
	PIE.JOSFF#: PIE at FL270	N/A	
	PLYER.TYNEE#: OGGER at FL270	N/A	
KTPA	JAYJA.DADES#: JAYJA at FL270	N/A	
	TAY.LZARD#: JAYJA at FL270	N/A	
KPBI	MOLIE.WLACE#: MOLIE AOB FL350	N/A	

CHAPTER 12. GREEN COVE HI (75) SECTOR

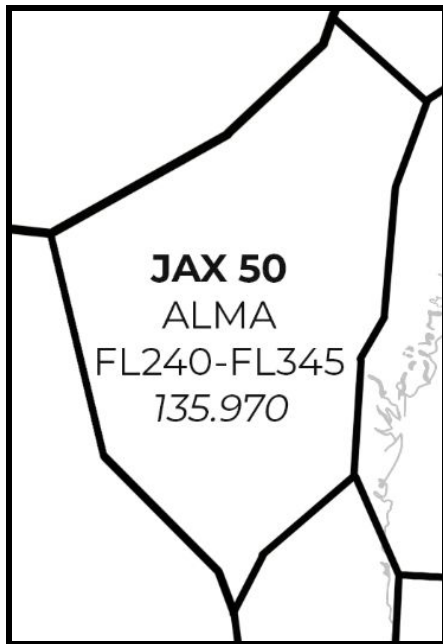


Sector 75 GREEN COVE functions as the primary departure corridor for the WORMS gate out of MCO via WORMS, JAG6, and MCOY2. Sector 75 primarily only works aircraft climbing to cruise or overflights with a primarily Northern flow, issuing no descents unless an aircraft is descending into Jacksonville (KJAX) High on the QUBEN1 arrival.

12.1. Descent Table

Destination	Altitude	Speed	Notes
KJAX	ORL.POGIE#: CROPY AOB FL270	N/A	
	QUBEN#: Descend Via	N/A	

CHAPTER 13. ALMA HI (50) SECTOR

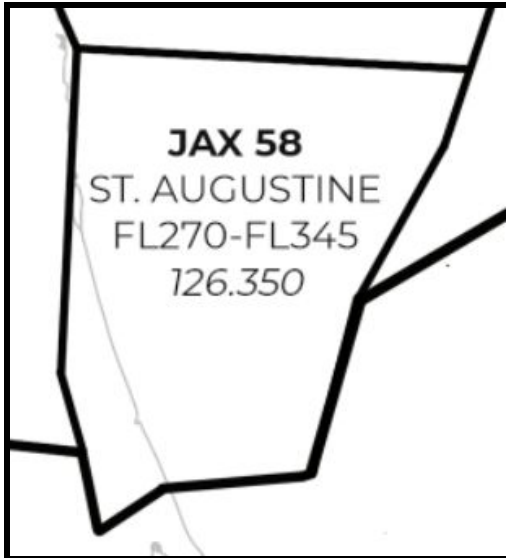


Sector 50 ALMA is a high enroute sector that functions as a sequencing corridor for arrivals to KATL via JJEDI2 if ATL is West, or SITTH2 if ATL is East. Offload arrivals for KMCO also travel through R50, though the only restriction that needs to be issued is for the BUGGZ4 arrival. All other aircraft inbound to KMCO or KDAB shall receive an initial descent to FL250 followed by a handoff to R15 OCALA.

13.1. Descent Table

Destination	Altitude	Speed	Notes
KMCO	SHEMP.BUGGZ#: TWETY AOB FL340	N/A	
KATL	LARZZ.JJEDI#: Border AOB FL340	N/A	ATL West
	LARZZ.SITTH#: Border AOB FL340	N/A	ATL East

CHAPTER 14. ST. AUGUSTINE HI (58) SECTOR

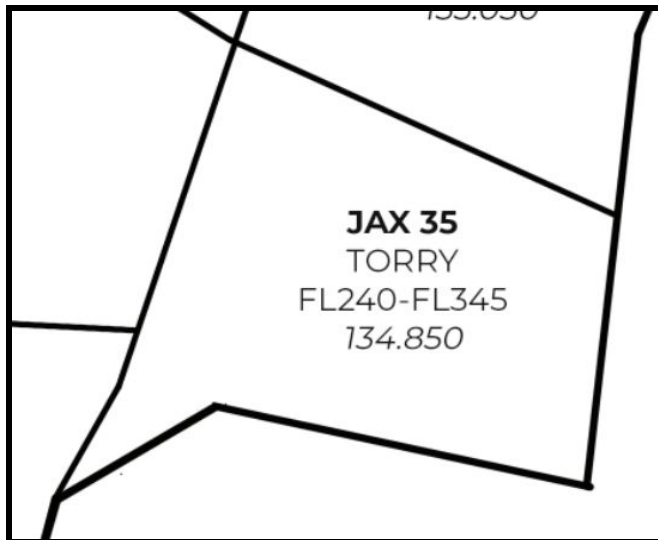


Sector 58 ST. AUGUSTINE is an enroute high sector that does primary sequencing for arrivals to the southeastern region of florida into ZMA. Descents will be issued for aircraft inbound to KMIA, KFLL, and KPBI via OMN but **only** when ZMA Sector 23 (STOOP) is opened, otherwise aircraft remain at cruise.

14.1. Descent Table

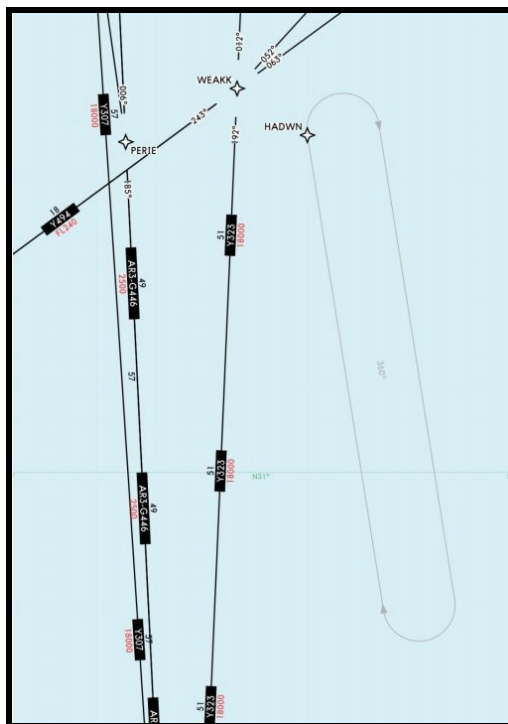
Destination	Altitude	Speed	Notes
KMIA	OMN.HILEY#: ZMA Border AOB FL310	N/A	M23 ONLINE
KFLL	OMN.FISEL#: ZMA Border AOB FL310	N/A	M23 ONLINE
KPBI	OMN.FRWAY#: ZMA Border AOB FL310	N/A	M23 ONLINE

CHAPTER 15. TORRY HI (35) SECTOR



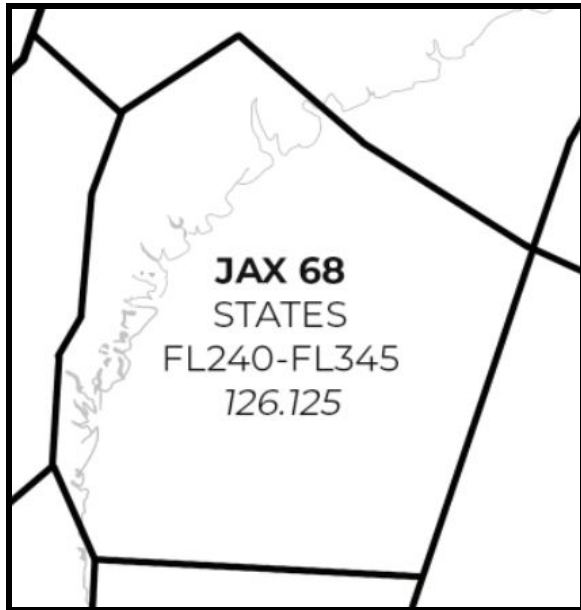
Sector 35 TORRY is a high enroute sector that covers aircraft inbound/outbound ZMA airspace via AR and Y routes. ZJX En Route controllers are advised to be alert towards aircraft traversing AR3, AR5, AR7, AR15, AR16, AR17, AR18, AR19, AR21, AR22, AR23, AR24, G446, Y493, Y494, and M202. Aircraft traversing these airways are generally inbound or outbound to the Miami Area, or long-range flights towards the Atlantic Ocean.

15.1 Oceanic Holding



If the need arises for holding aircraft near the oceanic corridor, a published hold may be utilized at HADWN. Extreme caution should be exercised when holding aircraft at HADWN as this fix is near AR3, G446, Y232, and Y234. Aircraft with conflicting altitudes and a loss of separation may occur if aircraft within the hold are at the same altitude, or stray outside of the hold's protected area.

CHAPTER 16. STATES HI (68) SECTOR



Sector 68 STATES does primary sequencing for aircraft bound into MCO via OMN and GRDON for the CWRLD4. Initial descent to FL270 will be given followed by a handoff to R57 ST. JOHN. This descent shall be given not after abeam the KJAX Airport, and ideally keep the aircraft below R58's boundary when R58 is online.

16.1. Descent Table

Destination	Altitude	Speed	Notes
KMCO	OMN.CWRLD4: R58 Border at FL270	N/A	
KCHS	SAV.BAGGY2: Descend Via	N/A	

CHAPTER 17. AIKEN HI (66) SECTOR

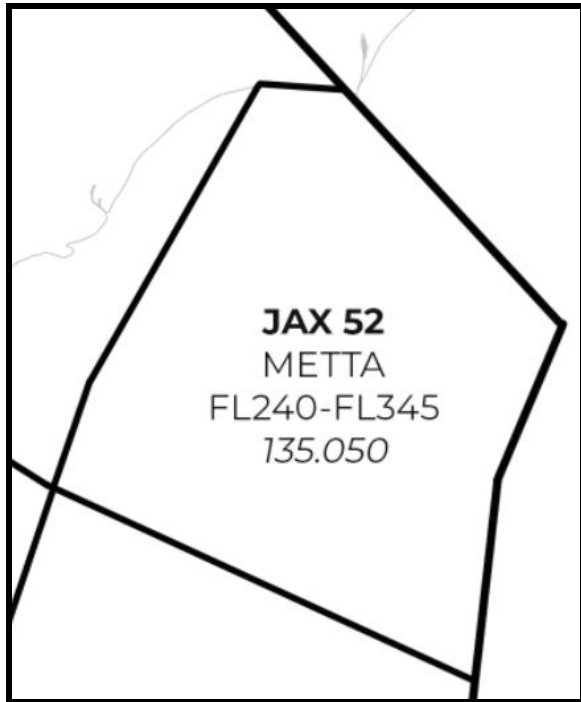


Sector 66 AIKEN is a high sector primarily working arrivals into KCHS, KMYR, and KSAV as well as northbound flights up the east coast to ZDC. AIKEN otherwise primarily will work overflights down the coast bound towards the east coast of florida.

17.1. Descent Table

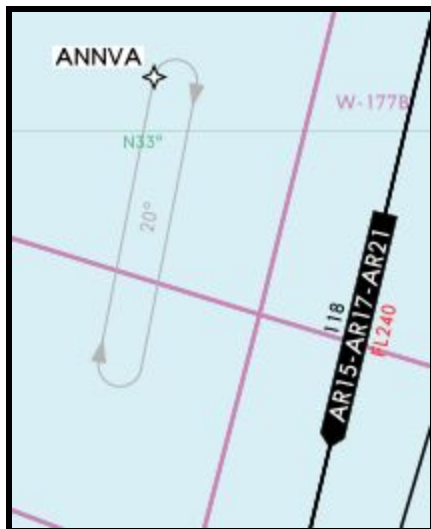
Destination	Altitude	Speed	Notes
KCHS	AMYL# : Descend Via	N/A	
	OSPRI# : Descend Via	N/A	
KMYR	Initial Descent to FL240	N/A	H/O R74
KSAV	Initial Descent to FL240	N/A	H/O R53

CHAPTER 18. METTA HI (52) SECTOR



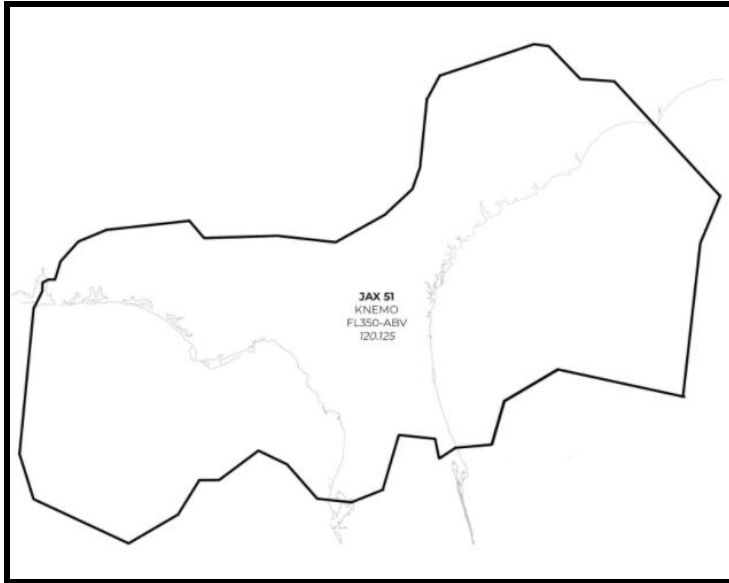
Sector 52 METTA is another far east oceanic sector entirely working aircraft traversing the Atlantic northbound to ZDC/ZNY or southbound to ZMA. ZJX En Route controllers are advised to be alert towards aircraft traversing AR3, AR5, AR7, AR15, AR16, AR17, AR18, AR19, AR21, AR22, AR23, AR24, G446, Y493, Y494, and M202. Aircraft traversing these airways are generally inbound or outbound to the Miami Area, or long-range flights towards the Atlantic Ocean.

18.1 Oceanic Holding



If the need arises for holding aircraft near the oceanic corridor, a published hold may be utilized at ANNVA. Extreme caution should be exercised when holding aircraft at ANNVA as this fix is near AR15. Aircraft with conflicting altitudes and a loss of separation may occur if aircraft within the hold are at the same altitude, or stray outside of the hold's protected area.

CHAPTER 19. KNEMO UH (51) SECTOR



Sector 51 KNEMO primarily handles En Route traffic vertically from FL350 and above. If traffic levels do not permit this, it may be coordinated with the relevant controllers for Sector 51 KNEMO to control airspace from FL380 and above. Sector 51 KNEMO laterally controls the entirety of what should be considered “ZJX En Route Airspace” within the confines of the ZJX En Route Boundary.

19.1 Adjacent Airspace and Initial Descents

Sector 51 KNEMO shall be responsible for initiating descents for aircraft under its control, for those that require descent. Aircraft shall not be descended any lower than FL350 prior to completing a handoff to another ZJX or adjacent airspace sector except as provided in section 7.0 of this document. Sector 51 KNEMO shall be responsible for initiating handoffs to overflights or inbounds to adjacent airspace. All relevant boundary crossing restrictions shall be adhered to when handing off aircraft to adjacent airspace.

CHAPTER 20. ALBANY UL (12) SECTOR

Sector 12 ALBANY is an Ultra-Low Sector that owns no enroute airspace, and shall work **all** unopened TRACON airspace in ZJX. This sector may be opened as traffic permits when appropriate TRACON's can not be staffed and an enroute controller can control the boundaries of ZJX TRACON's. Sector 12 ALBANY shall thus own the vertical and lateral limits of the P31, VPS, OZR, PAM, TLH, VAD, CAE, SSC, FLO, MYR, CHS, NBC, SAV, JAX, DAB, and F11 TRACONS whenever they are not staffed. If any of these positions are opened by another controller, R12 shall relieve that airspace and continue working all **unopened** TRACON airspace