Federal Aviation Administration

Initial En Route Qualification Training

Instructor
Lesson 07
Forwarding Flight Plan and Control Information

Course 50148001

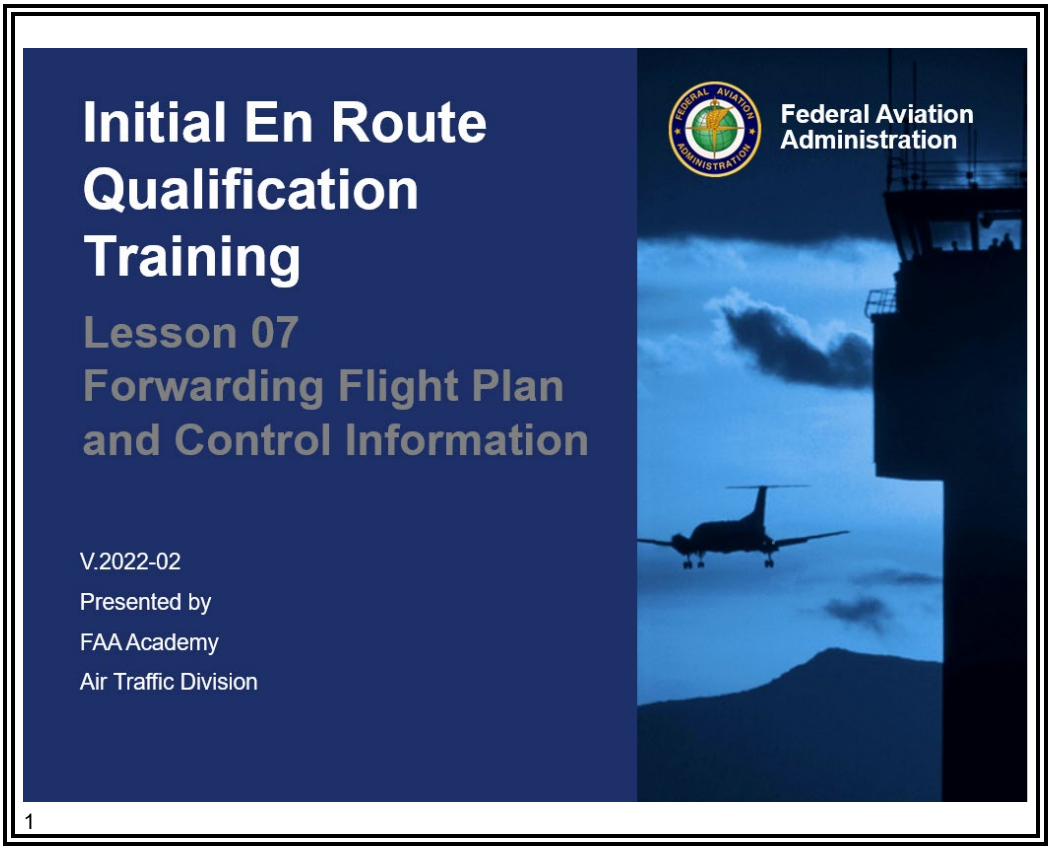
LESSON PLAN DATA SHEET

COURSE NAME:	INITIAL EN ROUTE QUALIFICATION TRAINING
COURSE NUMBER:	50148001
LESSON TITLE:	FORWARDING FLIGHT PLAN AND CONTROL INFORMATION
DURATION:	8+30 HOURS
DATE REVISED:	2022-02
VERSION:	V.2022-02
REFERENCE(S):	FAA ORDER JO 7110.65, AIR TRAFFIC CONTROL
HANDOUT(S):	ffp&ci.f2k - EXERCISE STRIPS
EXERCISE(S)/ ACTIVITY(S):	ACTIVITY: ANALYZING SCENARIOS EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION
END-OF-LESSON TEST:	YES *(REFER TO ELT07.PDF)*
PERFORMANCE TEST:	NONE
MATERIALS:	NONE
OTHER PERTINENT INFORMATION:	*INSTRUCTOR KEY FOR THE ELEARNING IS INCLUDED AS AN APPENDIX IN THIS DOCUMENT* *THE EXERCISE COMES AFTER THE END-OF-LESSON TEST*

☞ ***NOTE:*** *As you prepare for this lesson, recall and be prepared to talk about examples and personal experiences that illustrate or explain the teaching points in the lesson.*

INTRODUCTION

Gain Attention

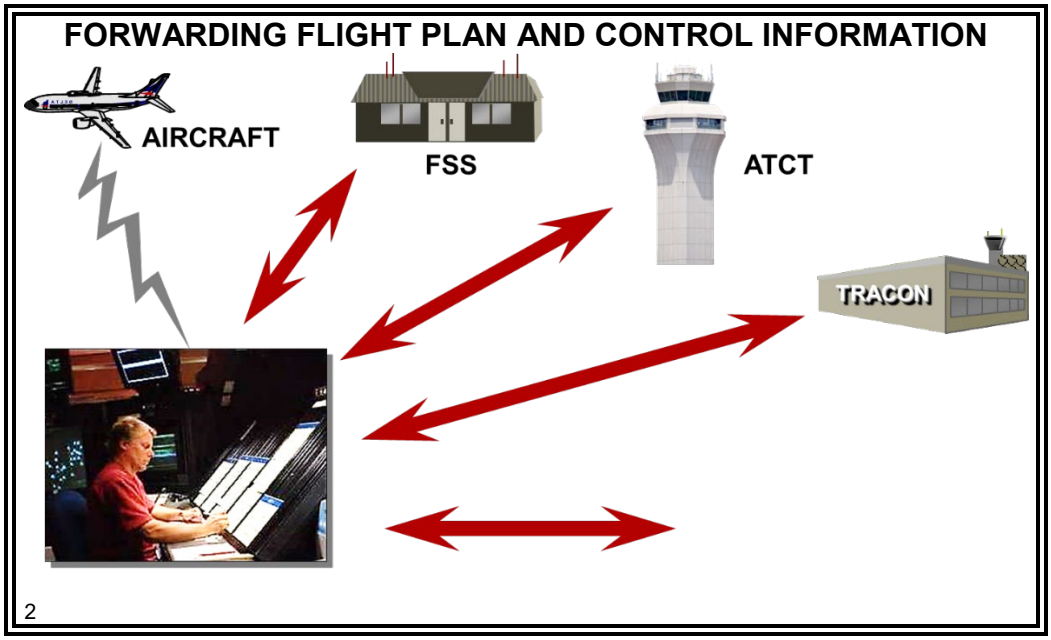


All of the previous lessons that covered separate skills are starting to mesh into a set of related functions essential to your success as an air traffic controller. By using your mastery of recording and interpreting information on flight progress strips and utilizing the interphone equipment, you will be required to communicate flight plan and control information to other controllers and facilities. These skills ensure that the critical information needed for everyone to do their job safely and efficiently is received by the controllers who need this information.

Continued on next page

INTRODUCTION *(Continued)*

Opening Scenario



While automation is a time saving tool for controllers, it does **not** completely eliminate the requirement for coordination. Even in an automated environment, you **must** know how and when to pass control information and revisions in order to keep control information up to date. Mastery of this skill set is critical for aviation safety.

Purpose

An important task in managing air traffic is determining who should receive control information and revisions and how and when they should be forwarded. In this lesson you will learn how to properly forward control information.

INTRODUCTION *(Continued)*

Lesson Objectives

LESSON OBJECTIVES

- On an End-of-Lesson Test, and in accordance with FAA Order JO 7110.65, you will identify selected procedures and/or phraseology for forwarding flight plan and control information to:
  - ATC facilities, including approach controls, nonapproach control towers, other centers, and Flight Service Stations (FSSs)
  - Other controllers

3

☞ ***NOTE:*** *Teach from graphic.*

FLIGHT PLANS

Recording Information
JO 7110.65, par. 2-2-1, 2-3-2, table 2-3-1

⊙ When flight plans are filed directly with the center, record all items given by the pilot on one of the following:

- Flight progress strip
- Flight data entry (automated)
- Voice recorder

  – Enter, in space 26 of the initial flight progress strip, the sector or position number to identify where information may be found in the event Search and Rescue (SAR) activities become necessary

Forwarding Information
JO 7110.65, par. 2-2-2

⊙ Except during En Route Flight Data Processing (FDP) operations, forward flight plan information to appropriate:

- ATC facilities
- FSSs
- Military Base Operations (BASOPS)

NOTE: Flight information data is forwarded to automated facilities during En Route FDP operations. Both the data and time the information was sent is recorded automatically. If the computer fails, information will need to be sent manually.

⊙ Record the time of filing and delivery on the flight progress strips.

IFR FLIGHT PROGRESS DATA

Forwarding Data
JO 7110.65, par. 2-2-6

⊙ As the aircraft progresses along its route, forward data from:

- Controller to controller within the facility, then to:
- Receiving facility

☞ ***NOTE:*** *Emphasize that receiving facility could be either another center or a terminal facility.*

⊙ Ensure information is correct and up to date.

⊙ Do **not** use the remarks section of flight progress strip in lieu of voice coordination to pass control information.

⊙ Use automation in preference to manual procedures when permitted by:

- Workload
- Communications
- Equipment capabilities

⊙ Forward flight progress data at least **15 minutes** before aircraft is estimated to enter the receiving facility's area.

NOTE: Letter of Agreement or facility directive may allow for reduction of time requirements; if operationally necessary due to manual data processing or nonradar operations, time requirements may be increased.

Items To Be Forwarded
JO 7110.65, par. 2-2-6

⊙ Forward:

- Aircraft identification
- Number of aircraft (if more than one), heavy indicator (if appropriate), type of aircraft, equipment suffix

NOTE: H = heavy

- Assigned altitude and ETA over last reporting point/fix in your sector, or assumed departure time where applicable
- Altitude at which aircraft will enter receiving facility's area if other than assigned

NOTE: This includes climbing or descending to assigned altitude.

Continued on next page

IFR FLIGHT PROGRESS DATA *(Continued)*

Items To Be Forwarded (Cont'd)
JO 7110.65, par. 2-2-6

- True airspeed
- Point of departure
- Remaining route of flight
- Destination airport and clearance limit if other than destination airport
- ETA at destination airport
  - **Not** required for military or scheduled air carrier
- Requested altitude, if other than assigned altitude
  - Within a facility **only**

NOTE: Pilot will reinitiate request with next facility if another altitude is still desired.

- Assigned beacon code
  - When flight plan is forwarded manually and aircraft is on a computer-assigned beacon code
- Longitudinal separation used between aircraft at the same altitude if less than 10 minutes separation exists at boundary
- Additional non-routine information pertinent to flight safety

  Example: Minimum Fuel or Emergencies

☞ ***NOTE:*** *Explain that these items will be covered in more detail in later lessons.*

IFR FLIGHT PROGRESS DATA *(Continued)*

Position Reports
JO 7110.65, par. 2-2-6

FORWARDING POSITION REPORTS

A16842 C130/A T300 66 02	STUEE 1600	12 16 16 1616 MHZ	110✓	MEI 1632	KBAD./.MLU V18 KMEI

Phraseology Example

"D SIXTY-FIVE, D SIXTY-SIX, PROGRESS, AT MERIDIAN AIR FORCE ONE SIX EIGHT FOUR TWO, OVER MAGNOLIA VORTAC ONE SIX ONE SIX."

4

⊙ Forward position report over last reporting point in transferring facility's area if any one of the following conditions exists:

- Progress time differs by more than 3 minutes from the estimate given

NOTE: During En Route FDP operations, time updates will be forwarded via the computer.

- Forwarding is requested by the receiving facility
- Forwarding is agreed to between facilities

Stripmarking
JO 7110.65, par. 2-3-10

⊙ Circle in red:

- Information or revised information forwarded
- Minutes and altitude when a flight plan or estimate is forwarded
  - Interfacility (between facilities)
  - Intrafacility (within a facility)

NOTE: Although the requirement is to **only** circle the minutes, circling the hours and minutes is acceptable to ensure legibility.

Continued on next page

IFR FLIGHT PROGRESS DATA *(Continued)*

Knowledge Check

KNOWLEDGE CHECK

QUESTION: How many minutes before an aircraft is estimated to enter a receiving facility's area must flight progress data be forwarded?

5

☞ ***NOTE:*** *Click once to show answer.*

ANSWER: *15*

KNOWLEDGE CHECK

QUESTION: Other than the time component, what item should be circled in red to indicate that a flight plan or estimate has been forwarded?

6

☞ ***NOTE:*** *Click once to show answer.*

ANSWER: *Altitude*

COORDINATING WITH RECEIVING FACILITY

Coordinating Departures
JO 7110.65,
par. 4-3-8

⊙ Coordinate with receiving facility before departure if departure point is less than **15 minutes** flying time from the boundary.

- If automated transfer of flight data occurs, coordination requirements may be reduced by letter of agreement (LOA) to:
  - Five minutes, or
  - Specified mileage

ASSUMED DEPARTURE TIME EXAMPLES

N100KC AC6L/A T180 66 01		↑ 1630/1635 KJAN P1630	↑160 ↑160	GLH 160	KJAN MHZ V74 GLH V278 MON KELD/1720	D-A
N19BC C172/A T120 66 01		↑ 1610/1610 KGWO P1620	↑90 ↑90	IGB 90	KGWO SQS V278 IGB KUBS/1640	D-A
N48JD BE99/A T240 66 01		↑ 1755/1757 KJAN P1800	↑120 ↑120	MCB 120	KJAN MHZ V9 MCB V194 KLFT/1901	D-A ZHU

7

⊙ Forward departure time or subsequent strip posting time unless:

- The assumed departure time is within three minutes of actual departure time

APPROACH CONTROL FACILITIES

Arrival Information
JO 7110.65, par. 4-7-6

⊙ Forward the following information:

- Aircraft identification
- Type of aircraft and equipment suffix
  - Heavy indicator, if appropriate
  - Number of aircraft, if more than one
- ETA or actual time over clearance limit and proposed or actual altitude
  - Do **not** forward ETA if information is forwarded during a radar handoff
  - Include altitude restrictions inside approach control airspace
- Clearance limit (when other than destination airport) and EFC time issued:
  - Clearance limit may be omitted if covered in an LOA

NOTE: The ZAE/JAN APCH LOA requires forwarding of destination airport if other than KJAN.

- Time, fix, or altitude when control responsibility is transferred to approach control
  - May be omitted if covered in an LOA

✈ **Phraseology**

"(Identification) (type of aircraft), ESTIMATED/OVER (clearance limit), (time), (altitude), EFC (time)

if required,

YOUR CONTROL,

or

YOUR CONTROL AT (time, fix, altitude)."

NOTE: When forwarding arrival information, advise receiving controller of the purpose of the call, either when calling or at the beginning of coordination, by stating "INBOUND."

Continued on next page

APPROACH CONTROL FACILITIES *(Continued)*

Arrival Information (Cont'd)
JO 7110.65, par. 4-7-6

ARRIVAL INFORMATION EXAMPLE 1

AAL320 B732/I T465 66 01	MCB 0800	09 08 10 MHZ	170 ↓60	KJAN	KMSY./.MCB V9 MHZ KJAN	H-NW 0806

Phraseology Example

"AMERICAN THREE TWENTY, BOEING SEVEN THIRTY-TWO SLANT INDIA, ESTIMATED MAGNOLIA VORTAC ZERO EIGHT ZERO NINER, DESCENDING TO SIX THOUSAND, MCCOMB VICTOR NINER, YOUR CONTROL ZERO EIGHT ZERO SIX."

8

ARRIVAL INFORMATION EXAMPLE 2

AAL320 B732/I T465 66 01	MCB 0800	09 08 10 MHZ	170 ↓60	KJAN	KMSY./.MCB V9 MHZ KJAN	H-NW 35 SE/V9

Phraseology Example

"AMERICAN THREE TWENTY, BOEING SEVEN THIRTY-TWO SLANT INDIA, ESTIMATED MAGNOLIA VORTAC ZERO EIGHT ZERO NINER, DESCENDING TO SIX THOUSAND, YOUR CONTROL THREE FIVE MILES SOUTHEAST MAGNOLIA VORTAC ON VICTOR NINER."

9

Continued on next page

APPROACH CONTROL FACILITIES *(Continued)*

Arrival Information (Cont'd)
JO 7110.65, par. 4-7-6

Phraseology Example

ARRIVAL INFORMATION EXAMPLE 3

AAL320 B732/I T465 66 01	MCB 0800	09 08 ↓ 10 MHZ	170 ↓60	KJAN	KMSY./.MCB V9 MHZ KJAN	H-NW 80

"AMERICAN THREE TWENTY, BOEING SEVEN THIRTY-TWO SLANT INDIA, ESTIMATED MAGNOLIA VORTAC ZERO EIGHT ZERO NINER, DESCENDING TO SIX THOUSAND, MCCOMB VICTOR NINER, YOUR CONTROL AT EIGHT THOUSAND."

10

APPROACH CONTROL FACILITIES *(Continued)*

Time Parameter
JO 7110.65, pars. 4-7-6, 4-7-9

- ⊙ Forward inbound information to approach control facilities before transfer of control jurisdiction.
- ⊙ Transfer radio communications and control responsibility early enough to allow receiving facility to clear aircraft beyond clearance limit prior to aircraft reaching it.

Stripmarking
JO 7110.65, par. 2-3-2, table 2-3-1, par. 2-3-10, figure 2-3-8

- ⊙ Circle the following forwarded information in red:
  - Minutes
  - Altitude
    - Including appropriate restrictions
  - Pertinent remarks
- ⊙ Write release point in space 29.
  - Enter current time if control is released on contact

NONAPPROACH CONTROL TOWERS

Arrival Information
JO 7110.65, par. 4-7-6

✈ **Phraseology Example**

INFORMATION TO BE FORWARDED TO NONAPPROACH CONTROL TOWER

N82LD BE55/A T180 66 03	UJM 0953	35 10 ↓ SQS	90	KGWO 1040	KMEM UJM V9 SQS KGWO/1040	VR

"GREENWOOD TOWER, JACKSON LOW, INBOUND… NOVEMBER EIGHT TWO LIMA DELTA, B-E FIFTY-FIVE, ESTIMATED GREENWOOD AIRPORT, ONE ZERO FOUR ZERO, FOR VOR APPROACH."

11

☞ ***NOTE:*** *Click once to show information.*

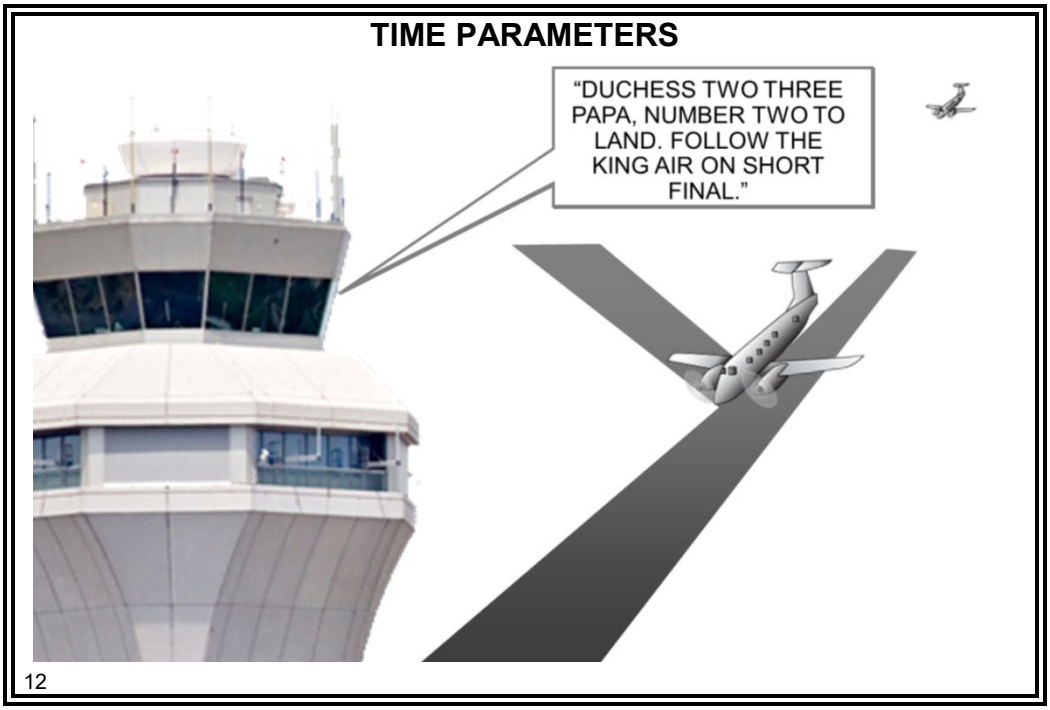
⊙ Forward the following items:

- Aircraft identification
- Type of aircraft
- ETA
- Type of instrument approach aircraft will execute
  - VOR approach will be coordinated at KGWO

Continued on next page

NONAPPROACH CONTROL TOWERS *(Continued)*

Time Parameters
JO 7110.65,
pars. 2-1-16, 4-7-6



- Forward arrival information to non-approach control tower:
  - Soon enough to permit adjustment of traffic flow
  - Before issuing a clearance that requires flight within a surface area of which the tower has responsibility, unless covered in an LOA

Continued on next page

NONAPPROACH CONTROL TOWERS *(Continued)*

Stripmarking
JO 7110.65,
par. 2-3-2,
table 2-3-1,
par. 2-3-10,
figure 2-3-8

⊙ Circle the following forwarded information in red:

- Minutes
- Type of approach
  - May be preplanned in red in space 28 of flight progress strip

☞ ***NOTE:*** *Individual facilities may use different stripmarking procedures to indicate completed coordination.*

Communications Transfer
JO 7110.65,
par. 2-1-16

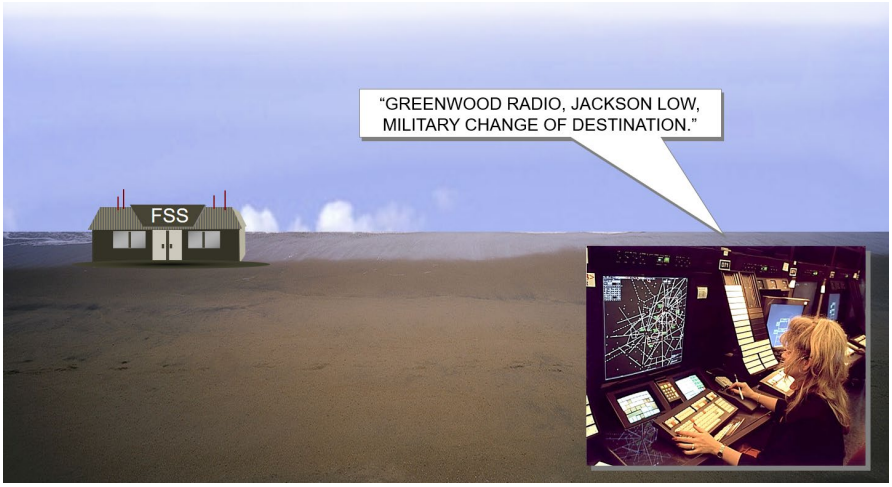
⊙ Transfer communications to the appropriate facility prior to operation within surface area for which tower has responsibility.

AIRBORNE MILITARY FLIGHTS

Information Received
JO 7110.65, par. 2-2-12

Phraseology Example

INFORMATION RECEIVED



13

☞ ***NOTE:*** *Click three times to show dialogue.*

NOTE: This makes current information available to FSS for relay to military bases concerned and for use by centers in the event of two-way radio communications failure.

⊙ Forward to FSS the following information from airborne military flights:

- IFR flight plans
- Changes from VFR to IFR flight plans
- Changes to IFR flight plans, such as:
  - Change in destination
    - → Aircraft identification and type
    - → Departure point
    - → Original destination
    - → Position and time
    - → New destination
    - → ETA
    - → Remarks, including change in fuel exhaustion time
    - → Revised ETA
  - Change in fuel exhaustion time

NOTE: Fuel exhaustion time is given in hours and minutes.

NORTH AMERICAN ROUTE PROGRAM (NRP)

North American Route Program (NRP) Definition
JO 7110.65, Pilot/Controller Glossary

📖 **North American Route Program (NRP)** is a set of rules and procedures that are designed to increase the flexibility of user flight planning within published guidelines.

Procedures
JO 7110.65, par. 2-2-15

⊙ "NRP" **must only** be entered in the remarks section of a flight plan when prior coordination is accomplished:

- With the Air Traffic Control System Command Center (ATCSCC), or
- By international NRP flight operations procedures

⊙ When an international flight entering the conterminous United States requests to participate in NRP, the en route facility that received the request **must** enter "NRP" in the remarks section of the flight plan.

⊙ "NRP" **must** be retained in the remarks section of the flight plan if the aircraft is moved due to:

- Weather
- Traffic
- Other tactical reasons

☞ ***NOTE:*** *This may include MTRs, MOAs, Restricted Areas, etc.*

NOTE: Return aircraft to original filed route as soon as conditions warrant.

⊙ If a pilot requests a change in route, remove "NRP" from the remarks section.

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION

Exercise

FORWARDING FLIGHT PLAN AND CONTROL INFORMATION EXERCISE

Purpose: to practice completing coordination and required stripmarking

Directions: complete the coordination and stripmarking

14

Purpose

This exercise is designed to give you practice in forwarding flight plan and control information and revisions to centers, approach controls and nonapproach control towers. Normally controllers rely on the computer to forward amended information; however, the computer is **not** operational at all times. In this exercise, you will forward all control information and make the required stripmarking as if the computer were **not** operational.

Directions

☞ ***NOTE:*** *This exercise requires one set of strips (FFP+CI) for each student.*

☞ ***NOTE:*** *Write the content for the first three flight strips of this exercise on the board. The instructor will act as the aircraft/facilities. Repeat with the next three strips until the exercise is completed.*

In this exercise, each student will be called on individually to be the D66 controller, complete the coordination, and the required stripmarking. Instructors will assume all other controller roles (Ghost) and pilot roles (Pilot).

☞ ***NOTE:*** *Encourage the students to record the correct stripmarking in their lesson plans.*

Remember, if you initiate an interphone call, end that call with your operating initials.

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips

N6783 C150/A T100 66 02	MEI 1646	21 17 MHZ	70	MCB	KMEI V18 MHZ V9 KMCB/1802	ZHU

ANSWER:

N6783 C150/A T100 66 02	MEI 1646	21 17 MHZ	~~70~~ 80	MCB	KMEI V18 MHZ V9 KMCB/1802	ZHU

☞ ***NOTE:*** *Revised altitude should be circled in red.*

1. Instructor: Call as D65 to revise N6783's altitude to 80.

   GP: As Sector 65 controller:
   "D66, D65."

   RA: As Sector 66 controller:
   "D66."

   GP: "At Magnolia, Cessna Six Seven Eight Three, revised altitude eight thousand."

   RA: "N6783, eight thousand approved (Initials)."

   GP: "(Initials)."

   RA: Coordinate with Houston Center.
   "Picayune Low, Jackson Low."

   GP: As Houston Center controller:
   "Picayune Low."

   RA: "At McComb, Cessna Six Seven Eight Three, revised altitude eight thousand."

   GP: "N6783, eight thousand approved (Initials)."

   RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

AAL25 B732/A T420 66 03	UJM 0119	40 01 ↓ SQS	150	KGWO 0147	KMEM UJM V9 SQS KGWO	

ANSWER:

AAL25 B732/A T420 66 03	UJM 0119	40 01 ↓ SQS	150	KGWO 0147	KMEM UJM V9 SQS KGWO	VR

☞ ***NOTE:*** *VR should be written and circled in red. Time should be circled in red.*

2. Instructor: Advise the RA controller to forward the arrival information to Greenwood Tower.

   RA: As Sector 66 controller:
   "Greenwood Tower, Jackson Low Inbound ."

   GP: As Greenwood Tower controller:
   "Greenwood Tower."

   RA: " "American Twenty-Five, Boeing Seven Thirty-Seven, estimated Greenwood Airport zero one four five, for VOR approach."

   GP: "(Initials)."

   RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

AAL42 B732/A T420 66 02	MEI 0234	45 02 MHZ	160	MCB	KMEI V18 MHZ V9 MCB KHEZ	ZHU

ANSWER:

AAL42 B732/A T420 66 02	MEI 0234	45 02 MHZ	160	MCB	KMEI V18 MHZ V9 KMCB ~~KHEZ~~	ZHU

☞ ***NOTE:*** *New route information should be circled in red.*

3. Instructor: Call as D65 to revise AAL42's routing to MHZ V9 MCB (landing MCB).

   GP: As Sector 65 controller:
   "D66, D65."

   RA: As Sector 66 controller:
   "D66."

   GP: "At Magnolia, American Forty-Two revised destination." (Pause for acknowledgment.) "Magnolia Victor Niner McComb, landing McComb."

   RA: "(Initials)."

   GP: "(Initials)."

   RA: Coordinate with Houston Center.
   "Picayune Low, Jackson Low."

   GP: As Houston Center controller:
   "Picayune Low."

   RA: "At McComb, American Forty-Two." (Pause for acknowledgment.)
   "Revised destination Magnolia Victor Niner McComb, landing McComb."

   GP: "(Initials)."

   RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

N8010A GLF3/A T340 66 01	STUEE 0036	52 00 MHZ	160	MCB	KSHV STUEE V18 MHZ V555 MCB KGPT/0127	0307 ZHU

ANSWER:

N8010A GLF3/A T340 66 01	STUEE 0036	52 00 MHZ	160	MCB	KSHV STUEE V18 MHZ V555 MCB KGPT/0127	0307 ZHU

☞ ***NOTE:*** *Time and altitude should be circled in red.*

4. Instructor: Advise the RA controller that the flight plan on N8010A did **not** pass to ZHU.

   RA: Suggested phraseology:
   "Picayune Low, Jackson Low."

   GP: As Houston Center controller:
   "Picayune Low."

   RA: "Flight plan." (Pause for acknowledgment.) "November Eight Zero One Zero Alfa, Gulfstream Three slant Alfa, true airspeed three four zero, estimating Magnolia zero zero five two, one six thousand, departed Shreveport, Magnolia Victor Five Fifty Five McComb direct Gulfport, code zero three zero seven."

   GP: "(Initials)."

   RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

UAL22 B732/I T420 66 01	MCB 0632	43 06 MHZ	160	GLH	KIAH./.MCB V9 MHZ V74 KGLH	

ANSWER:

UAL22 B732/I T420 66 01	MCB ~~0632~~ 0636	~~43~~ 47 06 MHZ	160	GLH	KIAH./.MCB V9 MHZ V74 KGLH	

☞ ***NOTE:*** *Revised time should be circled in red.*

5. Instructor: Call as ZHU with a revised MCB estimate for UAL22.

   GP: "Jackson Low. Picayune Low."

   RA: "Jackson Low.

   GP: "At Magnolia, United 22, revised McComb estimate zero six three six."

   RA: "(Initials)."

   GP: "(Initials)."

   RA: Coordinate time change with Sector 67.
   "D67, D66."

   GP: As Sector 67 controller:
   "D67."

   RA: "At Greenville, United Twenty-Two revised Magnolia estimate."
   (Pause for acknowledgment.) "Estimating Magnolia VORTAC zero six four seven."

   GP: "(Initials)."

   RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

DAL381 B732/A T420 66 02	MEI 1534	58 15 MHZ	160	SQS	KMEI V18 MHZ V9 SQS V278 KGLH

ANSWER:

DAL381 B732/A T420 66 02	MEI 1534	58 15 MHZ	160	~~SQS~~ GLH	KMEI V18 MHZ ~~V9 SQS V278~~ KGLH V74

☞ ***NOTE:*** *Time and revised routing should be circled in red. Need to forward MHZ estimate since previous estimate was SQS.*

6. Instructor: Call as D65 to revise DAL381's routing to MHZ V74 GLH.

   GP: As D65 controller:
   "D66, D65."

   RA: As Sector 66 controller:
   "D66."

   GP: "At Magnolia, Delta Three Eighty-One, revised routing." (Pause for acknowledgment.) "Magnolia Victor Seventy-Four Greenville."

   RA: "(Initials)."

   GP: "(Initials)."

   RA: Coordinate revised routing and MHZ estimate with Sector 67.
   "D67, D66."

   GP: As Sector 67 controller:
   "D67."

   RA: "At Greenville, Delta Three Eighty-One, revised estimate and routing." (Pause for acknowledgment.) "Delta Three Eighty-One, estimating Magnolia VORTAC one five five eight, Magnolia Victor Seventy-Four Greenville."

   GP: "(Initials)."

   RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

N651CC C650/A T420 66 01	EIC 0256	22 03 17 MHZ	210	MEI	KSHV EIC J4 KMEI /0328	

ANSWER:

N651CC C650/A T420 66 01	EIC 0256	22 03 17 0318 MHZ	210✓	MEI 0326	KSHV EIC J4 KMEI /0328	

☞ ***NOTE:*** *Pilot's progress report should be circled in red.*

7. Instructor: As Pilot of N651CC:

"Aero Center, Citation Six Five One Charlie Charlie, over Magnolia VORTAC zero three one eight, flight level two one zero, estimating Meridian VORTAC zero three two six."

RA: As Aero Center controller:
"Citation Six Five One Charlie Charlie, Aero Center, Roger."

RA: Coordinate revised time with Sector 65.
"D65, D66."

GP: As D65 controller:
"D65."

RA: "At Meridian, Citation Six Five One Charlie Charlie, revised time." (Pause for acknowledgment.) "Progressed Magnolia VORTAC zero three one eight."

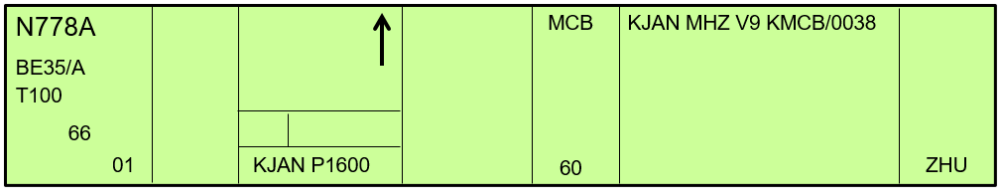
GP: "(Initials)."

RA: "(Initials)."

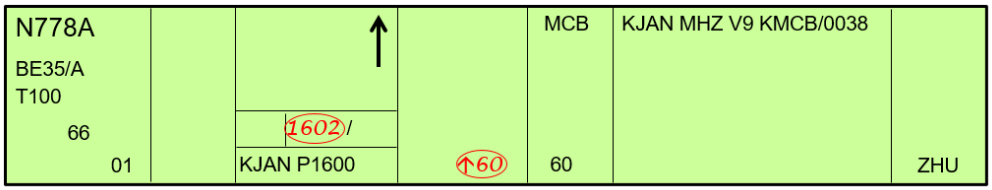
Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)



ANSWER:



☞ ***NOTE:*** *Assumed departure time and altitude, including climb arrow, should be written and circled in red.*

8. Instructor: Advise student to coordinate an assumed departure time for N778A of 1602.

   RA: "Picayune Low, Jackson Low Apreq."

   GP: "Picayune Low."

   RA: "In suspense, November Seven Seven Eight Alfa, assumed Jackson departure one six zero two, climbing to six thousand."

   GP: "N778A, climbing to six thousand approved (Initials)."

   RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

DAL14 H/B762/A T460 66 02	MEI 2059	09 21 MHZ	140	HEZ	KMEI V18 MHZ V245 HEZ KIAH	ZHU

ANSWER:

DAL14 H/B762/A T460 66 02	MEI 2059	09 21 MHZ	140 ↑160	HEZ	MEI V18 MHZ V245 HEZ KIAH	ZHU

☞ ***NOTE:*** *Revised altitude, including climb arrow, should be circled in red.*

9. Instructor: Call as D65 to revise DAL14's altitude climbing to 160.

   GP: As Sector 65 controller:
   "D66, D65."

   RA: As Sector 66 controller:
   "D66."

   GP: "At Magnolia, Delta Fourteen, revised altitude climbing to one six thousand."

   RA: "Delta Fourteen, climbing to one six thousand approved, (initials)."

   GP: "(Initials)."

   RA: Coordinate revised altitude with Houston Center.
   "Polk Low, Jackson Low."

   GP: As Houston Center controller:
   "Polk Low."

   RA: "At Natchez, Delta Fourteen, revised altitude." (Pause for acknowledgment.) "Climbing to one six thousand."

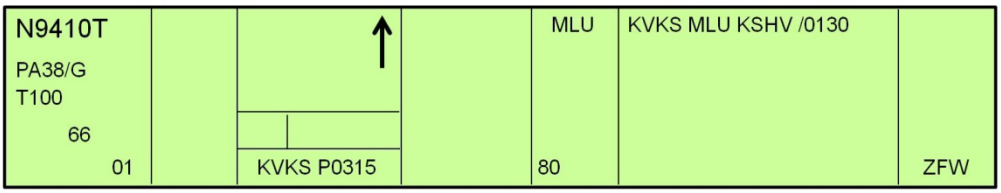
   GP: "Delta Fourteen, climbing to one six thousand approved, (initials)."

   RA: "(Initials)."

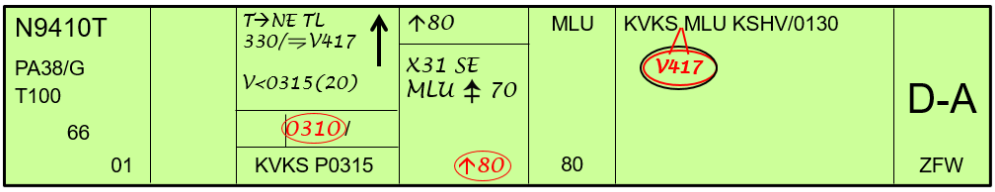
Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)



ANSWER:



☞ ***NOTE:*** *Assumed departure time and altitude, including climb arrow, V417 should be written and circled in red. Direction of takeoff and turns has been solicited and accepted by the pilot.*

10. Instructor: Instruct the RA controller to coordinate the assumed departure time of 0310.

    RA: Coordinate departure with Fort Worth Center. "Monroe Low, Jackson Low APREQ."

    GP: As Fort Worth Center controller: "Monroe Low."

    RA: "In suspense, November Niner Four One Zero Tango assumed Vicksburg departure zero three one zero, climbing to eight thousand, via victor four seventeen Monroe."

    GP: "November Niner Four One Zero Tango climbing to eight thousand approved, (initials)."

    RA: "(Initials)."

    GP: After coordination has been accomplished, the RA controller should mark the strip to reflect the following departure clearance.

    *"November Niner Four One Zero Tango cleared from Vicksburg Airport to Shreveport Airport via depart northeast turn left fly heading three three zero until joining Victor Four Seventeen, Victor Four Seventeen Monroe then as filed. Cross three one miles southeast Monroe VORTAC established on Victor four seventeen at or above seven thousand. Climb and maintain eight thousand. Clearance void if **not** off by 0315. If **not** off by 0315, advise Aero Center **not** later than 0320 of intentions. Verify this clearance will allow compliance with local traffic pattern and terrain or obstruction avoidance. Advise (ACID) Released for Departure Contact AERO Center One Two Five Point Zero."*

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

N9051N AC80/A T250 66 02	GLH 1330	48 13 MHZ	160	MIZZE	KGLH V74 MHZ V11 GCV KMOB/1430	

ANSWER:

N9051N AC80/A T250 66 02	GLH 1330	48 13 MHZ	160	~~MIZZE~~ MCB	KGLH V74 MHZ ~~V11 GCV~~ KMOB/1430 V9 MCB	ZHU

☞ ***NOTE:*** *Forward flight plan with new route to ZHU and call Sector 65. Advise remove strips. Revised routing, time, and altitude should be circled in red.*

11. Instructor: Call as Sector 67 to revise N9051N's route to MHZ V9 MCB KMOB.

    GP: As Sector 67 controller:
    "D66, D67."

    RA: "D66."

    GP: "At Magnolia, Commander Niner Zero Five One November, revised routing." (Pause for acknowledgment.) "Magnolia Victor Niner McComb direct Mobile."

    RA: "(Initials)."

    GP: "(Initials)."

    RA: Coordinate with Sector 65 and Houston Center.
    "D65, D66."

    GP: As Sector 65 controller:
    "D65."

    RA: "At Mizze, Commander Niner Zero Five One November, disregard flight plan due to revised routing."

    GP: "(Initials)."

    RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

RA: "Picayune Low, Jackson Low, flight plan."

GP: As Houston Center controller: "Picayune Low."

RA: "Commander Niner Zero Five One November, A-C Eighty slant Alfa, true airspeed two five zero, estimating Magnolia VORTAC at one three four eight, one six thousand departed Greenville, Magnolia Victor Niner McComb direct Mobile."

GP: "(Initials)."

RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

N495HY BE20/A T240 66 02	KGWO P1152 +15	MHZ		MCB 140	KGWO SQS V9 MCB KLCH/0050	ZHU
N495HY BE20/A T240 66 01		↑ KGWO P1152		MHZ 140	KGWO SQS V9 MCB KLCH/0050	

ANSWER:

N495HY BE20/A T240 66 02	KGWO P1152 1152 +15	07 12 MHZ	↑140 X17NW ↡ 60 ↑140	MCB 140	KGWO SQS V9 MCB KLCH/0050	ZHU
N495HY BE20/A T240 66 01		↑ 1152 / KGWO P1152	↑140 X8NESQS ↡ 70	MHZ 140	KGWO SQS V9 MCB KLCH/0050	D-A

12. Instructor: Advise student to coordinate MHZ estimate using the proposed departure time to calculate MHZ estimate.

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

RA: "Picayune Low, Jackson Low Apreq."

GP: "Picayune Low."

RA: "In suspense, N495HY, estimated MHZ VORTAC 1207, climbing to 140."

GP: "N495HY, climbing to 140 approved (Initials)."

RA: "(Initials)."

RA: "GWO tower JAN Low."

GP: "GWO tower."

RA: "Clearance – N495HY cleared to Lake Charles airport as filed via Sidon. Cross 8 miles northeast SQS VORTAC at or below 70, cross 17 miles northwest MHZ VORTAC at or above 60. Climb and maintain 140."

GP: "(Initials)."

RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

N81315 AC11/A T180 66 03	IGB 1633	55 16 SQS	160	GLH	KSTF IGB V278 KTXK/1740	

ANSWER:

N81315 AC11/A T180 66 03	IGB ~~1633~~ *1638*	~~55~~ *00* ~~16~~ *17* SQS	~~160~~ *140*	GLH	KSTF IGB V278 KTXK/1740	

☞ ***NOTE:*** *Revised time and altitude should be circled in red.*

13. Instructor: Call as D12 to revise N81315's IGB estimate to 1638 and altitude to 140.

    GP: As Sector 12 controller:
    "D66, D12."

    RA: As Sector 66 controller:
    "D66."

    GP: "At Sidon, Commander Eight One Three One Five revised estimate and altitude." (Pause.) "Estimating Bigbee VORTAC one six three eight at one four thousand."

    RA: "November Eight One Three One Five, one four thousand approved (Initials)."

    GP: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

13. Continued as information is passed to sector 67.

RA: Coordinate revisions with Sector 67.
"D67, D66."

GP: As D67 controller:
"D67."

RA: "At Greenville, Commander Eight One Three One Five revised estimate and altitude." (Pause for acknowledgment.) "Estimating Sidon VORTAC one seven zero zero at one four thousand."

GP: "Commander Eight One Three One Five, one four thousand approved (Initials)."

RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

N2911E C182/A T130 66 03	IGB 1202	23 12 SQS	80	MHZ	KSTF IGB V278 SQS V9 MHZ V74 KGLH /1330	

ANSWER:

N2911E C182/A T130 66 03	IGB 1202	23 12 23 SQS	80✓	~~MHZ~~ GLH	KSTF IGB V278 SQS ~~V9 MHZ~~ ~~V74~~ KGLH/1330 V278	

☞ ***NOTE:*** *Revised routing should be circled in red. Forward SQS estimate.*

14. Instructor: Advise the RA controller to mark the strip for N2911E to reflect the following information:

    - Aircraft is on frequency and has reported level at 8,000 feet
    - Revised routing is SQS V278 GLH

    RA: Coordinate revisions with Sector 67.
    "D67, D66."

    GP: As Sector 67 controller:
    "D67."

    RA: "At Greenville, Cessna Two Niner One One Echo." (Pause for acknowledgment.) "Revised routing and estimate, estimated Sidon VORTAC one two two three, Sidon Victor Two Seventy-Eight Greenville."

    GP: "(Initials)."

    RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

N15474 P28A/A T120 66 01	MCB 1628	11 17 MHZ	120	GLH	KMCB V557 MHZ V74 KGLH/1750	

ANSWER:

N15474 P28A/A T120 66 01	MCB 1628	11 17 MHZ	~~120~~ 140	GLH	KMCB V557 MHZ V74 KGLH/1750	

☞ ***NOTE:*** *Revised altitude should be circled in red.*

15. Instructor: Call as ZHU to revise N15474's altitude to 140.

GP: As Houston Center controller:
"Jackson Low, Picayune Low."

RA: "Jackson Low."

GP: "At Magnolia, Cherokee One Five Four Seven Four, revised altitude one four thousand."

RA: "Cherokee One Five Four Seven Four, one four thousand approved (Initials)."

GP: "(Initials)."

RA: Coordinate with Sector 67.
"D67, D66."

GP: As Sector 67 controller:
"D67."

RA: Suggested phraseology:
"At Greenville, Cherokee One Five Four Seven Four." (Pause for acknowledgment.) "Revised altitude one four thousand."

GP: "Cherokee One Five Four Seven Four, one four thousand approved (Initials)."

RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

AAL53 B732/I T420 66 03	SQS 1444	53 14 ↓ MHZ	170	KJAN	M41 HLI V535 SQS V9 MHZ KJAN	

ANSWER:

AAL53 B732/I T420 66 03	SQS 1444	(53) 14 ↓ MHZ	170 ✓ ↓60 (↓60)	KJAN	M41 HLI V535 SQS V9 MHZ KJAN	H – NW 17NW/V9

☞ ***NOTE:*** *Altitude, including descent arrow, should be written and circled in red. Time should be circled in red.*

16. Instructor: Instruct the RA controller to mark the strip for AAL53 with the following information:

    - The aircraft is descending to 6,000 feet
    - The aircraft has been cleared to MHZ VORTAC and hold northwest
    - The Transfer of Control Point (TCP) is 17 miles northwest of the Magnolia VORTAC on Victor niner.

    After the strip has been marked, advise the RA controller to forward the inbound to the appropriate facility.

    RA: As Sector 66 controller:
    "Jackson Approach, Jackson Low Inbound."

    GP: As Jackson Approach controller:
    "Jackson Approach."

    RA: "American Fifty-Three, Boeing Seven Thirty-Seven slant India, estimated Magnolia VORTAC one four five three, descending to six thousand, your control one seven miles northwest of Magnolia VORTAC on Victor Niner."

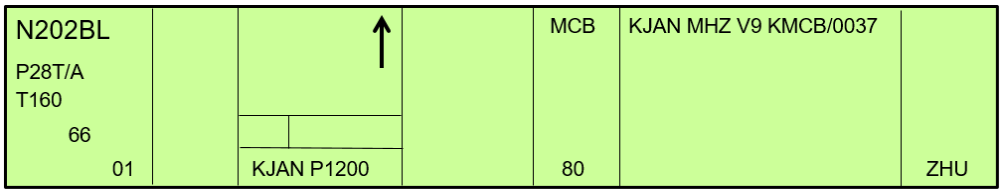
    GP: "(Initials)."

    RA: "(Initials)."

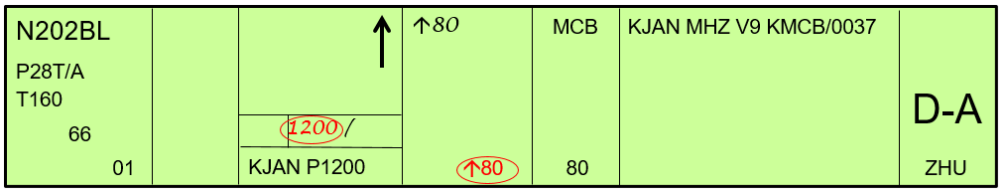
Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)



ANSWER:



☞ ***NOTE:*** *Assumed departure time and altitude, including climb arrow, should be written and circled in red.*

17. Instructor: Advise student to coordinate an assumed departure time for N202BL of 1200.

    RA: "Picayune Low, Jackson Low Apreq."

    GP: "Picayune Low."

    RA: "In suspense, Cherokee Two Zero Two Bravo Lima (pause for acknowledgment), assumed Jackson departure one two zero zero, climbing to eight thousand."

    GP: "Cherokee Two Zero Two Bravo Lima, climbing to eight thousand approved. (Initials)."

    RA: "(Initials)."

    RA: "Jackson Approach, Jackson Low, clearance."

    GP: "Jackson Approach."

    RA: "Cherokee Two Zero Two Bravo Lima, cleared to McComb Airport via Victor Niner, climb and maintain eight thousand.."

    GP: "(Initials)."

    RA: "(Initials)."

Continued on next page

EXERCISE: FORWARDING FLIGHT PLAN AND CONTROL INFORMATION *(Continued)*

Strips (Cont'd)

N825BB BE35/A T180 66 01	MCB 2350	10 00 ↓ MHZ	70	HKS	KNEW MCB V9 MHZ KHKS/0015	

ANSWER:

N825BB BE35/A T180 66 01	MCB 2350	10 00 ↓ MHZ	70 ↓60	HKS	KNEW MCB V9 MHZ KHKS/0015	35 SE/V9

18. Instructor: Advise the RA controller:

    1. That the Transfer of Control Point (TCP) is 35 miles southeast Magnolia VORTAC on Victor Niner; and
    2. To forward the inbound to the appropriate facility.

    RA: As Sector 66 controller: "Jackson Approach, Jackson Low Inbound."

    GP: As Jackson Approach controller: "Jackson Approach."

    RA: ". November Eight Two Five Bravo Bravo, B-E Thirty-Five slant Alfa, estimated Magnolia VORTAC zero zero one zero, descending to six thousand, landing Hawkins Field, your control three five miles southeast Magnolia VORTAC on Victor Niner."

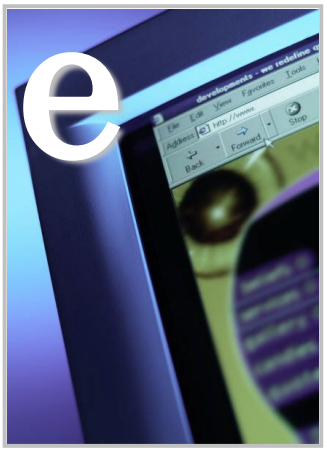
    GP: "(Initials)."

    RA: "(Initials)."

ACTIVITY: ANALYZING SCENARIOS

Activity

ANALYZING SCENARIOS ACTIVITY



Purpose: to determine if the presented communications and stripmarkings are correct based on the information presented in the lesson

34

☞ **NOTE:** Have the students access the IET eLearning menu and select the activity for Lesson 7.

Description

In this activity, you are presented with 9 scenarios. Each scenario will include an audio of a coordination activity and a corresponding flight strip which is "marked" as the audio progresses. After this case is presented, you will be asked to determine if the communication and the stripmarking are correct based on the information presented in the lesson. Feedback will be given immediately.

Directions

Access the IET eLearning menu. Select **Lesson 7 – Forwarding Flight Plan and Control Information**. Click on the title to launch the **Analyzing Scenarios** activity.

Time Allotted

30 minutes

☞ ***NOTE:*** *Refer to Appendix A for the Instructor Key for this eLearning activity. Remember to disable the eLearning after the students complete the eLearning.*

IN CONCLUSION

Lesson Review

LESSON REVIEW

The following topics were covered in this lesson:

- Flight plans
- IFR flight progress data
- Coordinating with receiving facility
- Approach control facilities
- Nonapproach control towers
- Airborne military flights
- North American Route Program (NRP)

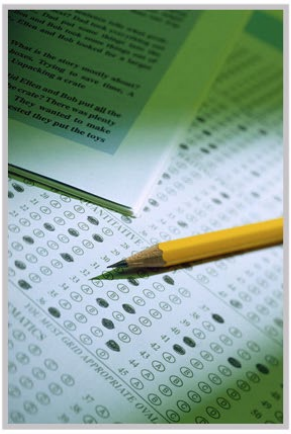
35

☞ ***NOTE:*** *Teach from graphic. Review and elaborate briefly on the topics covered in this lesson.*

End-of-Lesson Test

END-OF-LESSON TEST

Forwarding Flight Plan and Control Information



36

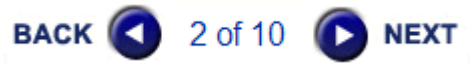
APPENDIX A: INSTRUCTOR KEY FOR ELEARNING ACTIVITY

Purpose

This document serves as a guide for facilitating the eLearning activities of the Initial En Route Training course and provides an overview of the objectives and content of the eLearning activities within this lesson.

Navigation

- To navigate within the eLearning activities, a Navigation Bar is positioned at the top right of the page and contains the following options:
  - MAIN MENU: Allows students to access a main menu listing all of the elearning activities
  - RESOURCES: Allows students to access additional resources, including:
    - → A **Glossary** link
    - → A **References** link
    - → A **Help** link
  - EXIT: Allows students to exit from the eLearning activity at any time



- To navigate within an activity, a navigation tab is also positioned near the top right of the screen, just below the navigation bar.
- The navigation tab contains the following buttons:
  - BACK: When active, returns students to the previous page
  - NEXT: When active, allows students to advance to the next page

NOTE: Inactive BACK and NEXT buttons indicate students are at the beginning or at the end of a lesson.

Navigation Tips

- To refresh a page or reset an activity, press **F5**.
- You can advance to a specific page in the activity without completing the activity. Click the **NEXT** or **BACK** buttons until the page is displayed.

Continued on next page

APPENDIX A: INSTRUCTOR KEY FOR ELEARNING ACTIVITIES *(Continued)*

Lesson Title	Lesson 7 Forwarding Flight Plan and Control Information
eLearning Objective	The objective of this eLearning activity is to reinforce the concepts associated with the sequence and accuracy of the phraseology used to forward flight plan and control information and the accurate marking of strips based on forwarded flight plan and control.
eLearning Activity	⊙ Lesson 7 contains one eLearning activity: • Activity 1: Analyzing Scenarios
Activity Description	In this activity, students are presented with nine flight plan and control information scenarios. Each scenario contains an animation of a coordination and the marking of the corresponding flight strips. Following the animations, students are presented with a series of questions determining if the communication and stripmarkings have been performed properly. If **not**, students are asked to identify the corrections to be made.
Activity Content	⊙ Page 1 contains an activity introduction. ⊙ Pages 2-10 contain nine scenarios related to the procedures and phraseology used to forward flight plan and control information to various ATC facilities.
Activity Specifics	⊙ Animations • To control their progression through the animations, students are presented with **PLAY, PAUSE,** and **RESET** buttons. ⊙ Questions • Students have one attempt to answer questions correctly and receive feedback. • Students should click **SOLUTION** at the end of each scenario to listen to the correct coordination and view the correct stripmarking.