

OPERATIONAL LETTER OF AGREEMENT
Caribbean Flight Service Station
&
Havana Flight Information Region

SCOPE

This agreement is made by and between the Caribbean Flight Service Station (herein FSS) and the Havana Flight Information Region (herein MUFH) and is entered into by the current facility Air Traffic Manager and the current Hit Squad Coordinator.

PURPOSE

This agreement establishes a set of agreed upon air traffic control procedures between the FSS and MUFH. It defines the limitations and coordination expectations of both facilities.

CANCELLATION

The terms of this LOA may be terminated by placing a written request to VATCAR2. The request will be reviewed by VATCAR 1, 2, and 3. A decision regarding the termination of this LOA will be rendered within 10 days of the submitted written request.

EFFECTIVE DATE

1 January 2022

OVERVIEW

The FSS has positive control of the entire Caribbean airspace starting at FL245 and extending upward to FL600 when local en route controllers are offline. This agreement will extend the FSS positive control to include positive control of the Havana TMA, and the Havana International Airport when local controllers are offline.

POSITIONS

When local control is unavailable, the FSS will own the following positions within the MUFH lateral boundaries, beginning at the surface level extending up to FL600.

IDENTIFIER	POSITION
MUHA_APP	HAVANA TERMINAL
MUHA_TWR	MARTI TOWER
MUHA_GND	MARTI GROUND

CONTROLLING PROCEDURES

FSS controllers will be required to adhere to all the MUFH Standard Operating Procedures, Letters of Agreements and be familiar with all the procedures for the Havana International Airport (MUHA).

COORDINATION

When a local controller comes online while the FSS is active and providing top-down service, the FSS controller will release the respective sectors to the local controller. A position relive briefing is to take place on the VATCAR discord prior to completing radar handoff and transitioning aircraft to local control. When a local controller is closing his/her sector and the FSS is active, the local controller is to respectively coordinate the sector handoff with the FSS on the VATCAR discord. Local control shall ALWAYS assume his/her sector when online.

AUTHORIZING SIGNATURES

Sean Fox

Sean Fox (VATCAR4)
Hit Squad Coordinator

Miguel Armas Jr.

Miguel Armas Jr.
Air Traffic Manager