

Washington Center

SOP Revision F Change Summary
vZDC 7230.110F

9 September 2024



ZDCARTCC
WASHINGTON DC

- General Summary
- Revised Layout, Organization, and Navigation
- CRC ERAM Standardization/Compliance
- Sector Team Incorporation
- Standardized Basic Deconsolidation Plans
- Quick Reference Guide (QRG)



- **WHY:** The nature of airspace revisions real world drive a basic need to update publications. With the full deployment of CRC since the last revision, the new functionality that is delivered with the vNAS suite of products means we can ensure everyone is operating under the same standard.
- **GENERAL:** This publications focus was on framework setup to ensure the SOP can be effectively maintained going forward. Alignment of different policy and procedure elements was made throughout from Rev E to Rev F that will make keeping this publication current easier and making usability of the publication simpler.
- **POLICY:** Overall, there was little to no policy/procedural change. Sector team (d-side) procedures were added, and the 2-way/3-way standardized deconsolidation plans were codified in SOP.

Realignment of Chapters

Chapters are grouped to provide information about general facility policy, software specific policy, standard deconsolidation, sector by sector detailed information and procedures, quick reference guide, and an index.

Knowing *what* kind of information you are looking for will help in finding what chapter it will be contained in.



General Information

- Document information
- Definitions and abbreviations
- Facility wide airspace definitions and depictions



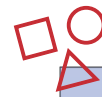
Operational Continuity

- CRC functionality and standards
- Sector Team Concept
- ERAM specific functions and FAAO 7110.65 harmonization
- Single Letter Airport Identifiers



Deconsolidated Operations

- Assumption of TRACON airspace
- 2-Way and 3-Way configurations with abbreviated sector restriction tables



Sector Information

- Updated route and restriction tables per sector
- Incorporates delegated terminal airspace assignment



Quick Reference Guide

- Provides quick access to commonly used items
- Well hyperlinked and structured content making information no more than 2 clicks away



Index

- Robust index with tagged information
- Alternate means to quickly find and locate the information needed

- Tool bars identify hyperlinked information.
- Boxed and/or shaded text indicates linked content.
- ZDC/QRG boxes at top left always take to page 1 or QRG
- Almost any piece of information is never more than 2 clicks away
- Learn to find information through links vs searches

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Chapter 5. Quick Reference Guide

Section 1. QRG Directory

Descend Via	TRACON Handoff Codes	Exit Restrictions (Internal)	Exit Restrictions (External)	Sector Restrictions	Airspace Maps & Misc Ref
BWI	From PCT	To ACY	To ZBW	2-Way Split	Center Airspace
DCA	From ACY	To DOV	To ZID	3-Way Split	ZNY/ZBW/ZTL Shelves
IAD	From DOV	To FAY	To ZJX	05 Linden	Terminal Airspace
RIC	From FAY	To ILM	To ZNY	09 Dixon	Single Letter Airport Codes
RDU	From GSB	To NKT	To ZOB	12 Brooke	Assumed APP Airspace
EWR	From ILM	To ORF	To ZTL	17 Swann	ZDC32 2-way Map
LGA	From NHK	To PCT (CHP)	CKB TRACON	19 Woodstown	ZDC12 2-way Map
CLT	From NKT	To PCT (JRV)	GSO TRACON	20 Blackstone	ZDC32 3-way Map
	From NTU	To PCT (MTV)	To N90	12 Gordonsville	ZDC12 3-way Map
	From ORF	To PCT (BHD)	PHL TRACON	36 Raleigh	ZDC19 3-way Map
	From RDU	To RDU	Exit Airway Boundary Fix	37 Marlinton	
	From ROA	To ROA		51 Casino	
				52 Tech	
				54 Salisbury	
				58 Coyle	
				59 Sea Isle	

QRG Directory



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CRC	Team	ERAM	AIT	Coord	ED
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QRG

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STANDARD OPERATING PROCEDURES

WASHINGTON CENTER

Ch 1 General Information	Ch 2 Operational Continuity	Ch 3 Deconsolidated Operations	Ch 4 Sector Information	Ch 5 Quick Reference Guide	Index Additional Reference
How to use this document	CRC	Consolidation Strategy	Linden (05)	Descend Via Bottom Altitudes	Quick Links
Word Meanings	Secondary Position Usage	Assumption of TRACON AOR	Dixon (09)	TRACON Handoff Codes	
Abbreviations	Use of Autotrack	2-Way Split	Brooke (12)	Exit Restrictions (Internal)	
Area of Responsibility	Sector Team	3-Way Split	Swann (17)	Exit Restrictions (External)	
Adjacent ARTCC Shelving	ERAM		Woodstown (19)	Airway Exit Fixes	
Terminal Airspace	Datablock Management		Blackstone (20)	ZDC32 2-Way Chart	
Assumed APP Airspace	Procedure Altitude		Gordonsville (32)	ZDC12 2-Way Chart	
	Fourth Line		Raleigh (36)	ZDC32 3-Way Chart	
	Route Amendments		Marlinton (37)	ZDC12 3-Way Chart	
	Single Letter Airport Identifiers		Casino (51)	ZDC19 3-Way Chart	
	Aircraft Away Status		Tech (52)		
	AIT Procedures		Salisbury (54)		
	TDLS		Coyle (58)		
	ATIS		Sea Isle (59)		
	IDS				

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05	09	12	17	19	20	32	36	37	51	52	54	58	59
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- Center controllers are encouraged to utilize a secondary position when working PCT combined. This makes it easier for PCT to be split off when someone opens the position. Other secondary positions are encouraged but ultimately are controller preference.
- Change Position is a CRC function that allows your controller list name to change without changing your VATSIM network connection callsign. Guidance on consolidating/deconsolidating positions with this function is provided.
- General guidance for standardized use of autotrack is provided. Autotrack usage is provided as a best practice and is encouraged but not required.

- Controllers **must** keep data blocks current. This includes altitude entries (assigned altitudes (aka “hard”), interim altitudes, and procedure altitudes. (*FAAO 7110.65 para 5-13-3*)
- Voice Communication Indicator (VCI) must be toggled on/off when aircraft check in or are handed off. (*FAAO 7110.65 para 2-1-17d*)
- Only those fourth line entries defined in LOA or FAAO 7110.65 may be left on the datablock when handed off to the next sector. (*FAAO 7110.65 para 5-4-10*)
- Route line must be updated – when an aircraft is cleared direct a fix, the route amendment must be entered (<RTE> <FIX> <CID> <ENTER>)
- Single Letter Airport Identifiers. The single letter in the 3rd line of the datablock between CID and ground speed represents the destination airport (or procedure group). This field is useful when fourth line data obscures a destination airport field or is otherwise not displayed.
- Non Towered Airport Departure Procedures. Para 2-3-11 defines the procedures to follow when releasing an aircraft IFR from a non-towered airport.
- “Away Status” marking is standardized. Aircraft that will be away/off frequency will have an expected **return** time entered in the 4th line (i.e. aircraft reports to be back in 15 minutes, time now + 15 min = 1650Z, enter “A1650” in 4th line).

• Radar Position (R-Side)

- Accepts and initiates *automated* handoffs
- Enter assigned altitudes, interim altitudes, and procedural altitudes
- Toggle the voice communications indicator (VCI)
- Ensure flight plan route is up to date when aircraft are cleared direct a point
- Manage data block overlap
- Assist the radar associate with entering 4th line data entries

• Radar Associate (RA / D-Side)

- Accept and initiate *nonautomated* handoffs and ensure R-side is aware of any action made
- Accomplish coordination with other ATC positions; initiate and approve point outs
- Enter 4th line data for assigned speeds, headings, and deviations
- Complete flight plan updates, to include complex routings/re-routing entries and advise the r-side when an entered route is ready to be given
- Assist R-side in moving overlapping datablocks

Each controller performing their assigned duties is good crew resource management (CRM) and helps avoid overlap or duplication of work making the sector more efficient and able to manage more traffic!

- Each terminal facility (TRACON) is assigned to an associated center sector.
- The “owning” sector assumes the terminal facility’s airspace and should use a secondary position to provide normal handoff functionality from other positions.
- The owning sector owns the entirety of the TRACONs airspace and works the airspace as though the TRACON were open, making handoffs to other center sectors from the TRACON as appropriate.
- Each sector section (2-way/3-way as well as individual sector depiction sections) has the assigned terminal airspaces included as well for reference.

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1-2-9. TERMINAL AIRSPACE ASSUMED BY SECTOR

Facility	Assigned Sector
ACY	Casino (51)
DOV	Casino (51)
FAY	Dixon (09)
GSB	Dixon (09)
ILM	Dixon (09)
NHK	Brooke (12)
NKT	Dixon (09)
NTU	Salisbury (54)
ORF	Salisbury (54)
PCT	Gordonsville (32)
RDU	Dixon (09)
ROA	Tech (52)

REFERENCE –

Para 3-2-5, 2-Way Split Terminal Airspace Assumed Table

Para 3-3-6, 3-Way Split Terminal Airspace Assumed Table

- 2-way and 3-way standardized deconsolidation plans are incorporated
- Restriction tables for each combined position are included, **however**: these restrictions tables only include *internal* sector restrictions. For restrictions applicable handing off to other facilities (“exit restrictions”) the controller must still reference the exit restrictions table or applicable LOA.

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2 Way Map 2 Way Gordonsville 2 Way Brooke 3 Way Map 3 Way Gordonsville 3 Way Brooke 3 Way Woodstown

Section 3. 3-Way Consolidation

3-3-1. SECTORIZATION NARRATIVE

The 3-way consolidation plan expands upon the 2-way template and splits off the portion of ZDC, combining sectors to Woodstown (ZDC19) to provide management bound traffic. This configuration is intended as a generalized high traffic center configuration lends itself to heavy northeast traffic. Modifications from the 2-way to better focus for airport may be more beneficial than this configuration. Potomac departures are blended northeast traffic flows by Woodstown.

3-3-2. ASSIGNMENT OF AIRSPACE

3-Way Consolidation

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2 Way Map 2 Way Gordonsville 2 Way Brooke 3 Way Map 3 Way Gordonsville 3 Way Brooke 3 Way Woodstown

3-3-3. GORDONSVILLE RESTRICTIONS GIVEN (05/20/32/37/52 @ 32)

For	Routing	Restriction	To
KPHL	GVE PAATS#	BDRY AOB 290	12

3-3-4. BROOKE RESTRICTIONS GIVEN (9/12/36/54 @ 12)

For	Routing	Restriction	To
KBWI	[HBUDA/THHMP] RAVNN#	BDRY AOB 250	20
KBWI	[HBUDA/THHMP] RAVNN#	BDRY AOB 290	20
KDCA	WAVES CAPSS#	BDRY AOB 250	20
KDCA	WAVES CAPSS# / IRONS#	BDRY AOB 290	20
KEWR	PHLBO#	FUBRR AOB 270	19
KIAD	TRSSK CAVLR#	BDRY AOB 250	20
KIAD	RIC COATT#	AOB 250	20
KIAD	DORRN CAVLR# / FAK COATT# / DORRN WIGOL#	BDRY AOB 290	20
KJFK	KALDA Q97 DLAAY RADD SIE CAMRN#	RADDS AOB 350	59
KLGA	PROUD#	RIDGY AOB 270	19
KPHL	[GVE/BBDO] PAATS#	BUKYY AOB 240	17
KPHL	HYTRA PAATS#	BDRY (PRNCZ) AOB 150	51
KPHL	ZJAA YJIIMS#	RADDS AOB 150,	51
KPHL	ZJAA YJIIMS#	BLW PHL-N	51
KRIC	NEAVL DUCXS#	BDRY AOB 240	20
RDU+	TAQLE#	AIT: 54-09-->20	20
RDU+	NALES Q141 HOUKY TAQLE#	BDRY (20 HOUKY)	20
RDU+	NALES Q141 HOUKY TAQLE#	AOB 260	20

3-3-5. WOODSTOWN RESTRICTIONS GIVEN (17/19/51/58/59 @ 19)

For	Routing	Restriction	To
KRIC	SBY V1 JAMIE	BDRY AOB 260	54
KRIC	ZJAA Y ARICE JAMIE	BDRY AOB 260	54
ORF+	TRPOD JAMIE CCV	BDRY AOB 220	54
ORF+	ZJAA Y CCV	BDRY AOB 240	54
RDU+	VILLS NALES Q141 HOUKY TAQLE#	NALES AOB 260	12
RDU+	TRPOD TAQLE#	BDRY AOB 320	54
RDU+	ZJAA Y TAQLE#	BDRY AOB 320	54

3-3-6. ASSUMED TERMINAL AIRSPACE DELEGATION (3-WAY)

Facility	Assigned Sector
ACY	Woodstown (19)
DOV	Woodstown (19)
FAY	Brooke (12)
GSB	Brooke (12)
ILM	Brooke (12)
NHK	Brooke (12)
NKT	Brooke (12)
NTU	Brooke (12)

3-Way Consolidation

- Incorporates internal facility SOP and external facility LOA procedures
- Serves as the primary reference for real time information while working a position
- Information referenced is quickly linked to from numerous locations
- Exit restriction information by facility is quick linked from all QRG pages from the header tool bar
- QRG is accessed from any page in the SOP by clicking the green QRQ box at the top left of any page

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D/V ZBW ZID ZJX ZNY ZOB ZTL PCT RDU ORF PHL N90

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				52 Tech	
				54 Salisbury	
				58 Coyle	
				59 Sea Isle	

- Send questions, comments, and other feedback to:

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