

**STANDARD OPERATING PROCEDURE (SOP)  
DOCUMENT NUMBER: HKVACC-SOP012-R1  
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REVISION: 1**

**SUBJECT:** Text Callsign Usage and Visual Range at Hong Kong VACC

**EFFECTIVE DATE:** 9 DEC 2015

**SCOPE:** Defines the rules of text callsign usage and visual range specific to Hong Kong VACC.

## 1. PURPOSE

1.1 This Standard Operating Procedure (SOP) defines the rules of using text callsigns and visual range at Hong Kong VACC. This SOP is supplemental to any general VATSIM, regional or divisional text callsign usage regulations.

## 2. ROLES AND RESPONSIBILITIES

2.1 The Office of Primary Responsibility (OPR) for this SOP is the team under the supervision of Manager (Standards and Publications). This SOP shall be maintained, revised, updated or cancelled by the Manager (Standards and Publications). Any suggestions for modification / amendment to this SOP should be sent to the Manager (Standards and Publications) for review.

## 3. DISTRIBUTION

3.1 This SOP is intended for all controllers providing service within Hong Kong FIR on VATSIM.

## 4. BACKGROUND

4.1 In the past, there was no written definition for text callsign usage at Hong Kong VACC. Some of the rules outlined here may have been observed by controllers already. This policy also reemphasize the importance of correctly setting the visual range on the radar screen.

## 5. TEXT CALLSIGN REQUIREMENTS

5.1 Controllers shall refer to individual SOP documents for the standard text callsign for each position within Hong Kong FIR. Controllers are expected to adhere to the standard callsign definition at all times.

5.2 Observers (defined as members who are online using a ATC client within Hong Kong FIR without providing ATC service) may not use text callsigns that are related to the airport or the airspace (e.g. "VHHH\_OBS", "HKG\_OBS", "VMC\_OBS" etc.) They are encouraged to use their initials followed by the \_OBS suffix (e.g. John Doe "JD\_OBS").

5.3 An instructor holding a training session with an ATC position online may add the \_I\_ modifier to the text callsign (*for example, VHHH\_I\_TWR*).

5.4 A relief controller assisting an online controller or preparing to take over from another controller may add the \_1\_ modifier to the text callsign. However, when there is a chance after the other controller becomes offline, the relief controller shall remove the \_1\_ modifier.

*(e.g. VHHH\_S\_TWR is about to sign off. Another controller may come online as VHHH\_1\_TWR to prepare to take over the position. When the new Hong Kong Tower controller becomes free while online, he or she shall first log off and then log back on using the VHHH\_S\_TWR callsign.)*

## 6. VISUAL RANGE REQUIREMENTS

6.1 Controllers shall understand that the visual range set on the radar client is the same distance of the radius in which pilots will be able to see and receive information from the controller. Hence, the larger the visual range is set to, the more pilots who will be receiving the information from the controller. As VATSIM is made possible through the generous donations of third-party servers, it is important that every controller make an effort in minimizing the bandwidth use on the network.

6.2 In compliance with VATSIM regulations, the following visual ranges shall be adopted by Hong Kong VACC controllers. Controllers shall set up the visual range belong to the positions they would like to man before logging online.

<b>Position</b>	<b>Visual Range</b>
<b>DEL and GND</b>	5nm – 10nm*
<b>TWR</b>	30nm – 50nm
<b>APP/DEP</b>	100nm – 150nm
<b>CTR</b>	300nm – 600nm

*\*This is a lower than the VATSIM permitted maximum visual range. However, this should be sufficient in covering the entire aerodrome.*

6.3 Controllers shall understand if their visual range is set to exceed this guideline, an on-duty network supervisor is empowered to request the controller to correct their visual range immediately. Repeated violations may be subject to disciplinary actions by Hong Kong VACC and/or VATSIM headquarters.

## RECORD OF REVISION

DATE	REV.	REVISION CONTENT	APPROVAL
9 DEC 15	1	<ol style="list-style-type: none"><li>1. Document name changed to "Text Callsign Usage and Visibility Range at Hong Kong VACC" from "Text Callsign Usage at Hong Kong VACC".</li><li>2. Minor re-word of Sections 1, 3, and 4.</li><li>3. Adding Section 6 regarding visual range requirements.</li></ol>	