

Denver ARTCC

Casper ATCT & TRACON

STANDARD OPERATING PROCEDURES

APRIL 7TH, 2018

Definition of Airspace

Casper Class D airspace is defined as the airspace extending upward from the surface up to and including 7,800 MSL within a 5 NM radius of the defined coordinates of Casper Airport.

Definition of Positions

CASPER APPROACH (CPR_APP)

- This position is responsible for the separation and sequencing of IFR/VFR aircraft within the Casper TRACON.
- Casper Approach shall use 120.650 as its normal operating frequency.

CASPER TOWER (CPR_TWR)

- This position is responsible for the safe movement of aircraft within the Casper Class Delta airspace.
- Casper Tower shall use 118.300 as its normal operating frequency.

CASPER GROUND (CPR_GND)

- This position is responsible for the safe movement of aircraft and vehicles on active taxiways and inactive runways.
- Casper Ground is responsible for issuing all IFR clearances.
- Casper Ground shall use 121.900 as its normal operating frequency.

CASPER ATIS (KCPR_ATIS)

- Casper's ATIS shall be broadcasted on frequency 126.150 by Casper Tower or his designee.

Runway Selection

Casper's primary runway will be 21/3 for arrivals and departures. With the secondary runway being 26/8.

- Land East (winds 120 CCW to 350 or IMC conditions)
 - Runway 3 (PRIMARY)
 - Runway 8 (SECONDARY)
- Land West (winds 120 CW to 350)
 - Runway 21 (PRIMARY)
 - Runway 26 (SECONDARY)

Position Duties

GROUND CONTROL (GC):

- Issue IFR clearances to aircraft.
- Ensure all IFR departures are assigned a departure procedure.
- All IFR departures shall be assigned an initial altitude of 10,000' MSL and be instructed to expect filed cruise altitude 10 minutes after departure.
- Create VFR flight plans for all VFR departures.
- When aircraft are taxiing, forward departure strips to LC.

LOCAL CONTROL (LC):

- All IFR departures not cleared on the ALCOS6 departure shall be issued runway heading. Aircraft cleared on the ALCOS6 departure shall not be given a departure heading.
- Casper Tower will obtain an IFR release from Casper Approach when the aircraft is ready for departure but prior to the aircraft taking the runway.
- Casper Tower shall immediately advise Casper Approach of any missed approaches.
- Casper Tower shall provide rolling calls to the departure controller after the aircraft has begun it's takeoff roll.

TERMINAL CONTROL (TC):

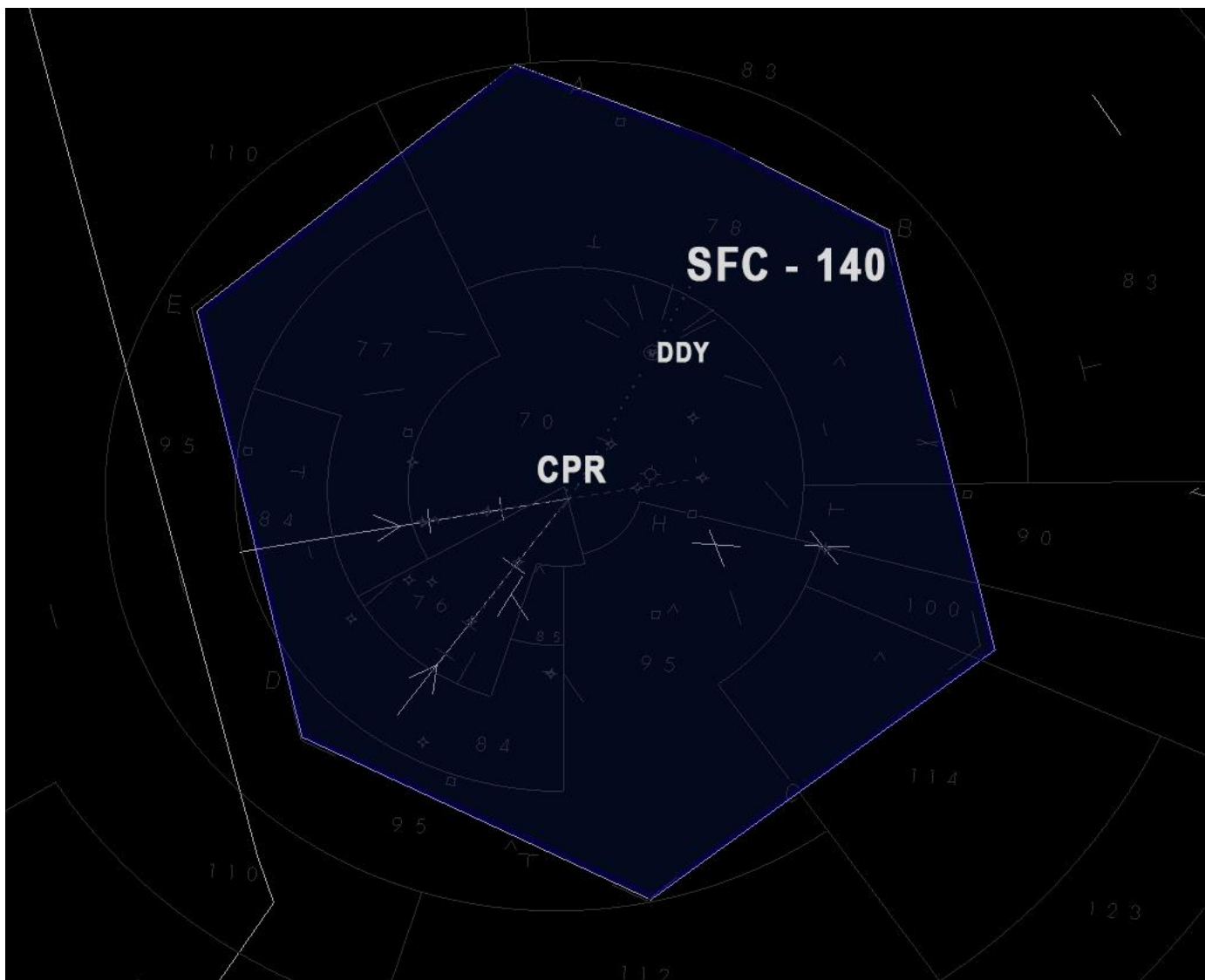
- Casper Approach control owns the airspace depicted in the airspace diagram from the surface up to and including 14,000 feet, excluding the Casper Class D airspace.
- Casper Approach shall transfer radio communications to Casper Tower prior to the FAF or outer marker.
- Casper Approach is assigned a squawk code range of: 4300-4377

Scratchpad Entries

Casper Terminal Control shall enter the appropriate scratchpad entries for which approach the aircraft will be conducting.

Procedure	Entry
ILS 08	ILS
LOC 08	LOC
RNAV 03	R3
RNAV 08	R8
RNAV 21	R21
RNAV 26	R26
VOR/DME 03	V3
VOR/DME/TACAN 21	V21

Airspace Diagram



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