RPL SYLLABUS

CAMDEN RADIO PROCEDURES

VERSION 2.0

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Introduction

Camden Airport

Camden is a General Aviation airport located 50km south-west of Sydney and 5km north of the town of Camden. It supports several flying schools, aircraft maintenance organisations, private aircraft, hot-air ballooning, ultralights, and several active gliding clubs.

Due to the busy and complex nature of the airport, the airspace surrounding Camden is designated as a Class D control zone. An Air Traffic Control (ATC) service is provided by Camden Tower between 8am and 6pm each day. This means that special radio procedures apply at Camden that do not apply to other training airports.

This document has been designed to help ease you into the radio procedures of Camden airport and to act as a reference during your flight training. It will explore common scenarios that you will come across in during your RPL course.

Remember: Your instructor will be there to help you out as you learn the language and procedures of flight radio. It might seem daunting, but you will be using the radio like one of the professionals before you know it!

Definitions

Air Traffic Control (ATC)
A service provided that will direct aircraft on the ground and through controlled airspace, and can provide advisory services to aircraft in non-controlled airspace.

Clearance
An authorisation for aircraft to proceed under conditions specified by an ATC unit.

Call Sign
A grouping of letters or numerals to identify an aircraft in radio transmissions. The call sign for an aircraft is typically its registration displayed on the fuselage and wing.

Read Back
The repeating of key points, or word for word, of a message a pilot has received from ATC in order to acknowledge it. A read back is required for all clearances issued to your aircraft.

Apron
A defined area on an aerodrome for purposes of loading or unloading passengers, mail, cargo, fuelling, parking or maintenance of aircraft.

Manoeuvring Area
The part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, excluding aprons.

Holding Point
A position marked by double yellow lines that indicate the location at which a taxiing aircraft cannot continue to taxi further without a clearance to proceed beyond that point.

Visual Approach
Used by a pilot to indicate acceptance of responsibility to see and avoid obstacles while operating below certain altitudes.

Report
A radio transmission made by a pilot to ATC to indicate the current position of the aircraft which they are flying.

Touch-and-go Landing
A training procedure whereby an aircraft lands and takes off without coming to a stop.

Stop-and-go Landing
A training procedure whereby an aircraft lands, comes to a complete stop on the runway and then commences take-off from that point.

Go Around
An aborted landing. The aircraft climbs away from the runway and carries out another circuit of the aerodrome.

Full Stop Landing
A landing conducted with the purpose of completing a flight.

Camden Airport Radio Frequencies

Station	Frequency (MHz)
Camden Ground	121.900
Camden Tower	120.100
Airport Terminal Information Service (ATIS)	125.100
Sydney Radar	124.550

Taxiing at Camden Airport

It is best practice to follow the taxi guides illustrated in the diagram below when manoeuvring at Camden.

Taxiing for departure, follow Taxiway C (yellow, solid arrow) and then to the runway via either Taxiway A or E (blue, solid arrows). Taxiing upon arrival, follow Taxiway D (red, double-lined arrow).

Please note that Taxiways A and E can be used to taxi in either direction. This means that arriving aircraft can be taxiing in the opposite direction to departing aircraft. These are depicted as blue dashed arrows. Always give way to aircraft exiting the runway.
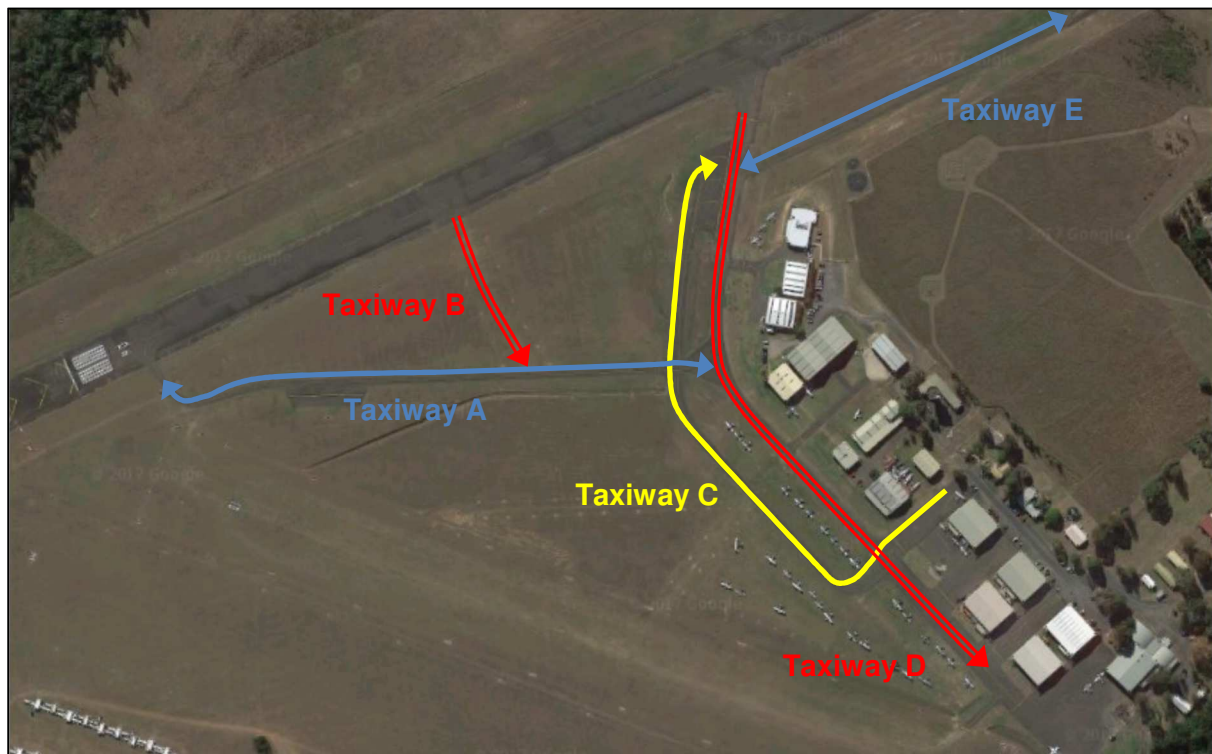
Phonetic Alphabet and Numerals

A space in the Pronunciation column indicates a new syllable. Syllables written in capital, bold letters are stressed. Pronunciations are spelt for phonetic effect.

Radiotelephony pronunciation of the Phonetic Alphabet shall be as follows:

Letter	Phonetic	Pronunciation	Letter	Phonetic	Pronunciation
A	Alpha	**AL** fah	N	November	no **VEM** ber
B	Bravo	**BRAH** voh	O	Oscar	**OSS** cah
C	Charlie	**CHAR** lee	P	Papa	pah **PAH**
D	Delta	**DELL** tah	Q	Quebec	keh **BECK**
E	Echo	**ECK** ho	R	Romeo	**ROW** me oh
F	Foxtrot	**FOKS** trot	S	Sierra	see **AIR** rah
G	Golf	**GOLF**	T	Tango	**TANG** goh
H	Hotel	hoh **TELL**	U	Uniform	**YOU** nee form
I	India	**IN** dee **AH**	V	Victor	**VICK** tah
J	Juliette	**JEW** lee **ETT**	W	Whiskey	**WISS** key
K	Kilo	**KEY** loh	X	X-ray	**ECKS** ray
L	Lima	**LEE** mah	Y	Yankee	**YANG** key
M	Mike	**MIKE**	Z	Zulu	**ZOO** loo

Radiotelephony pronunciation of the Phonetic Numbers shall be as follows:

Number	Pronunciation	Number	Pronunciation
0	**ZEH ROH**	7	**SEV** en
1	**WUN**	8	**AIT**
2	**TOO**	9	**NINE** er
3	**TREE**	Decimal	**DAY SEE MAL**
4	**FOW** er	Hundred	**HUN** dred
5	**FIFE**	Thousand	**TOU SAND**
6	**SIX**		

Radio Transmission Syntax in this Document

The syntax of typical radio transmissions will be depicted in this document in red text. The following interpretation rules shall apply:

[Call Sign]	Text placed between square brackets is required information where the pilot needs to insert appropriate information at the time of flight. Example: Aircraft Call Sign
Cleared	Text that is in bold is a required phrase.
Dual	Text that is in italics is required under certain circumstances that will be explained in this document if required.

Training Area Flights

Taxi for Departure

A taxi clearance will be required before entering the manoeuvring area. Pilots using Altocap or Scouts aircraft are required to request a taxi clearance in the following locations upon starting the aircraft:

1. Outside the Scouts Hangar; or
2. On the Altocap Grass parking.

All radio operations will be conducted on the Camden Ground frequency unless positioned on a runway or at a runway holding point.

The syntax for a taxi clearance request is as follows:

Camden Ground. [Aircraft Type] [Call Sign]. *[Training Condition].*
[Location]. **Request taxi** [Intentions]. **Received** [ATIS].

Note: *All training flights require either a "Dual" (with instructor) or "Solo" (without instructor) as a training condition. This is so ATC can handle the flight in a specific manner.*

Example:

Pilot: **Camden Ground. Piper Warrior IJD. Dual. Altocap Grass. Request taxi for crosswind departure. Received Charlie.**

ATC: **IJD. Camden Ground. Taxi holding point E, Runway 24. Time 38.**

Read back syntax is as follows:

Taxi [Clearance Limit(s)]. [Call Sign].

Pilot: **Taxi holding point E, Runway 24. IJD.**

Note: *You must read back with the words "Holding Point" and any runways which ATC assign.*

Note: *A clearance to taxi on the manoeuvring area to a holding point constitutes a clearance to enter and perform checks in the appropriate run-up bays. Once the run-up checks are completed, further taxi to the nominated holding point is permitted.*

Departing Camden

An explicit clearance is required for any vehicle to enter a runway. Bring the aircraft to a stop before the holding point and change the radio to the Camden Tower frequency. A request for take-off can be made once you and the aircraft are ready. To be ready, the following conditions must be met:

1. Required aircraft lights are on; and
2. The transponder switched to the *ALT* mode; and
3. The aircraft properly configured for take-off; and
4. You are the first aircraft in line for the runway.

The syntax for a take-off clearance request is as follows:

Camden Tower. [Aircraft Type] [Call Sign]. **Holding Point** [Runway].
Ready via [Circuit Leg]**.** *Request* [*Additional Requirements*].

> *Note:* *Additional requirements may include actions such as a short delay on line-up, back-track on runway or a request to depart on climb rather than levelling off at 1300'.*

Example:

Pilot: **Camden Tower. Piper Warrior IJD. Holding point E, Runway 24. Ready via crosswind.**

Camden Tower will reply with one of 3 responses:

1. Issue a clearance to enter the runaway and take-off; or
2. Issue a clearance to enter the runway, but not take-off. This is called "Line up"; or
3. Hold position.

In each case, the pilot is required to read back the instruction using the following syntax:

[Clearance/Instruction Issued]. [Call Sign].

ATC: **IJD. Camden Tower. Runway 24. Cleared for take-off.**

Pilot: **Cleared for take-off. Runway 24. IJD.**

> *Note:* *Whenever ATC state a runway in their transmission, you must read back the runway. Otherwise, the runway is not required to be read back.*

Once clear of the Camden control zone and any inbound points tune into the Sydney Radar frequency and monitor. Set the transponder to the *SBY* mode and tune in *1200*. Reset the transponder to the *ALT* mode.

Camden Arrivals

Before arriving at an approach point for Camden airport, the pilot should:

1. Listen to and copy the ATIS; and
2. Set the transponder to the *SBY* mode so that it can be tuned to *3000*; then
3. Reset the transponder to the *ALT* mode once done.
4. Descend to no less than 1800' AMSL for Bringelly and Mayfield, or 3000' AMSL for The Oaks approach points.
5. Tune the radio to the Camden Tower frequency.

The syntax for requesting approach to Camden is as follows:

Camden Tower. [Aircraft Type] [Call Sign]. [Location]. [Altitude]. **Received** [ATIS]. **Inbound**. *Request* [*Additional Requirements*].

Note: *Additional requirements may include actions such as circuits on arrival.*

Example:

Pilot: **Camden Tower. Piper Warrior IJD. Bringelly. One-thousand-eight-hundred. Received Delta. Inbound.**

Camden Tower will issue the pilot with joining instructions. These will typically include:

1. A circuit leg to join, and
2. An altitude to maintain; and possibly
3. A position or distance from Camden to report.

The read back syntax is as follows:

[Joining Instructions]. **Maintain** [Altitude]. [Call Sign]

Note: *If told to join downwind, report when joining downwind.*

Note: *Acknowledgement of the inbound aircraft's call sign only by ATC authorises the pilot to enter the Camden control zone while complying with the entry procedures published in the ERSA.*

ATC: **IJD. Camden Tower. Join final runway 24. Maintain one-thousand-eight-hundred. Report Oran Park.**

Pilot: **Join final runway 24. Maintain one-thousand-eight-hundred. IJD.**

When arriving over reporting point the pilot will issue a position report. If for whatever reason the pilot is unable to report overhead, the pilot will report actual position once able to report. Upon reporting position, ATC will issue either:

1. A visual approach clearance with a sequence number and any applicable traffic information; or

2. An instruction to join a circuit leg and maintain 1800' AMSL.

If a visual approach clearance is issued the pilot will read back with the following syntax:

Cleared visual approach [Runway]. [*Traffic situation*]. [Call Sign].

Note: *A traffic situation report (sighted or looking) is only required if ATC instructs you to follow or avoid another aircraft.*

Note: *The ATC issued sequence number is not required to be read back.*

If instructed to maintain 1800' AMSL, the pilot will read back with the following syntax:

Join [Circuit Leg]. **Maintain one-thousand-eight-hundred**. [Call Sign]

Example:

Pilot: **IJD. Oran Park.**

ATC: **IJD. Maintain one-thousand-eight-hundred and join upwind runway 24.**

Pilot: **Maintain one-thousand-eight-hundred. Join upwind runway 24.**

Eventually ATC will issue the pilot with a visual approach clearance. This will usually occur after requesting a pilot to report seeing another particular aircraft. Follow any further joining instructions issued and start descending at normal rates for landing.

ATC: **IJD. Make right turn to join downwind runway 24. Report sighting a Tomahawk turning base.**

Pilot: **Right turn to downwind. Tomahawk sighted. IJD.**

ATC: **IJD. Cleared visual approach runway 24. Number 3. Follow the Tomahawk early base.**

Pilot: **Cleared visual approach runway 24. IJD.**

Upon read back of the visual approach clearance, the pilot may descend below 1800' AMSL.

Circuit Flights

Taxi for Circuits

As with a flight to the training area, a circuit lesson requires a taxi clearance before entering the manoeuvring area. However, a circuit lesson also requires a start clearance. Pilots using Altocap or Scouts aircraft are required to request a start and taxi clearance in the following locations **before** starting the aircraft:

1. Outside the Scouts Hangar; or
2. On the Altocap Grass parking.

All radio operations will be conducted on the Camden Ground frequency unless positioned on a runway or at a runway holding point.

The syntax for a taxi clearance request is as follows:

Camden Ground. [Aircraft Type] [Call Sign]. *[Training Condition].* [Location]. **Request start and taxi for circuits**. **Received** [ATIS].

> *Note:* All training flights require either a "Dual" (with instructor) or "Solo" (without instructor) as a training condition. This is so ATC can handle the flight in a specific manner.

Example:

Pilot: **Camden Ground. Cessna 172 CPQ. Dual. Altocap Grass. Request start and taxi for circuits. Received Alpha.**

ATC: **CPQ. Camden Ground. Start approved. Taxi holding point A, Runway 06.**

Read back syntax is as follows:

Start approved. Taxi [Clearance Limit(s)]. [Call Sign]

Pilot: **Start approved. Taxi holding point A, Runway 06. CPQ.**

> *Note:* You must read back with the words "Holding Point" and any runways which ATC assign.

> *Note:* A clearance to taxi on the manoeuvring area to a holding point constitutes a clearance to enter and perform checks in the appropriate run-up bays. Once the run-up checks are completed, further taxi to the nominated holding point is permitted.

Take-off for Circuits

An explicit clearance is required for any vehicle to enter a runway. Bring the aircraft to a stop before the holding point and change the radio to the Camden Tower frequency. A request for take-off can be made once you and the aircraft are ready. To be ready, the following conditions must be met:

5. Required aircraft lights are on; and
6. The transponder switched to the *ALT* mode; and
7. The aircraft properly configured for take-off; and
8. You are the first aircraft in line for the runway.

The syntax for a take-off clearance request is as follows:

Camden Tower. [Aircraft Type] [Call Sign]. **Holding Point** [Runway].
Ready for circuits. *Request* [*Additional Requirements*].

Note: *Additional requirements may include actions such as a short delay on line-up, back-track on runway or a request to depart on climb rather than levelling off at 1300'.*

Example:

Pilot: **Camden Tower. Cessna 172 CPQ. Holding point A, Runway 06. Ready for circuits.**

Camden Tower will reply with one of 3 responses:

4. Issue a clearance to enter the runaway and take-off; or
5. Issue a clearance to enter the runway, but not take-off. This is called "Line up"; or
6. Hold position.

In each case, the pilot is required to read back the instruction using the following syntax:

[Clearance/Instruction Issued]. [Call Sign].

ATC: **CPQ. Camden Tower. Runway 06. Line up and wait.**

Pilot: **Runway 06. Line up and wait. CPQ.**

Note: *Whenever ATC state a runway in their transmission, you must read back the runway. Otherwise, the runway is not required to be read back.*

ATC: **CPQ. Preceding aircraft is departing upwind. Cleared for take-off.**

Pilot: **Cleared for take-off. CPQ.**

When conducting circuits, the pilot shall remain on the Camden Tower frequency and keep the transponder tuned to 3000 in *ALT* mode unless otherwise instructed by ATC.

In the Circuit

When the pilot turns the aircraft onto the downwind leg of the circuit, a position report and the pilot's intentions should be conveyed to ATC. There may be circumstances where a call to ATC at this position may not be practical. If this is the case, report actual position when a report call can be made.

A circuit position call should follow the syntax below:

[Call Sign]. [Location]. [Intensions]

Note: *As you have already addressed Camden Tower when requesting take-off, you are no longer required to address Camden Tower in any subsequent radio calls unless you change radio frequencies.*

Intentions will typically comprise of one of the following options:

1. Touch-and-go landing; or
2. Stop-and-go landing; or
3. Full stop landing; or
4. Go around procedure

Example:

Pilot: **CPQ. Downwind. Touch-and-go.**

ATC: **CPQ. Number 2. Follow the Cherokee turning base.**

Pilot: **Looking for traffic. CPQ.**

Note: *In periods of high traffic volumes ATC may respond with your call sign only.*

Upon sighting the traffic quoted by ATC:

Pilot: **Traffic sighted. CPQ.**

Occasionally, an additional aircraft may enter the circuit in front of the pilot. This may change the landing sequence. ATC will inform the pilot following the new aircraft of the sequence change.

ATC: **CPQ. Change of sequence. Follow the Jabiru on 3 mile final.**

Pilot: **Looking for traffic. CPQ.**

All Flights

Traffic Information

If the pilot loses sight of the traffic they are meant to be following, a request can be made to receive information about its location.

The syntax for a traffic information request is as follows:

[Call Sign]. **Request traffic**.

Example:

Pilot: **WCZ. Request traffic.**

ATC: **WCZ. Traffic 2 o'clock.**

Pilot: **Traffic sighted. WCZ.**

If the traffic cannot be seen:

Pilot: **Looking for traffic. WCZ.**

ATC may provide further information to aid the pilot in locating the other traffic. If after a suitable time period the traffic still cannot be seen ATC should be notified:

[Call Sign]. **Negative contact**.

Pilot: **WCZ. Negative contact.**

ATC may issue the pilot with further manoeuvring instructions if a collision is imminent.

Landing

A clearance must be issued by ATC, and the pilot must read back the clearance before a landing can be effected. The pilot should read back in the following fashion:

[Clearance/Instruction]. [*Runway*]. [Call Sign].

Note: *Whenever ATC state a runway in their transmission, you must read back the runway. Otherwise, the runway is not required to be read back.*

Example:

ATC: **CPQ. Runway 10. Cleared to land.**

Pilot: **Runway 10. Cleared to land. CPQ.**

In the case of an ATC instruction to go around, the pilot shall initiate the go around first, and then respond to ATC.

Example:

ATC: **CPQ. Go around.**

Pilot: **Going around. CPQ.**

Taxiing After Landing

Once the pilot has landed and vacated the runway, the radio frequency shall be changed to Camden Ground. Taxiing should continue towards parking when safe to do so.

A taxi clearance should be requested to taxi to parking, however Camden ATC will typically pre-empt this and issue taxi instructions to the pilot before this is done.

ATC: **CPQ. Taxi to parking. Monitor Ground.**

Pilot: **Taxi to parking. Monitor Ground. CPQ.**

A taxi clearance to parking should follow the syntax:

Camden Ground. [Aircraft Type] [Call Sign]. [Location]. **Request taxi to** [Intentions].

Example:

Pilot: **Camden Ground. Cessna 172 CPQ. Clear of runway 06. Request taxi to parking.**

ATC: **CPQ. Camden Ground. Taxi to parking.**

Pilot: **Taxi to parking. CPQ.**

Conclusion

Learning to use the radio in flight is a little like learning a new language and culture. Words can have different meanings than you would usually be used to, and some meanings use different phrases than you would normally use. Aviation radio also has its own form of etiquette as well.

Do not just listen for a pause in radio chatter before having your say; instead you need to listen to the previous transmissions as a response might be required. Just transmitting at the first opportunity is akin to butting into somebody else's important conversion. This is also true if you have changed radio frequencies; pause for a moment before transmitting.

If somebody else is transmitting, do not transmit over the top of them. This is equivalent to yelling over the top of somebody. Over transmitting will lead to increased radio congestion as instructions will need to be repeated.

If you are not sure of the correct phraseology to use in a given situation, use plain English. The ATC personnel will understand what you mean and help you if they can.

Finally, if you have any doubts about instructions given to you by ATC, ask for clarification. If you didn't hear part, or all of the transmission, you can ask ATC to repeat by saying "say again".