

LETTER OF AGREEMENT

between

Polaris FIR

Helsinki FIR

Polaris Control

and

Helsinki Control

Effective: 12/11/2020



1. General.

1.1 Purpose.

The purpose of this Letter of Agreement is to define the coordination procedures to be applied between Helsinki FIR and Polaris FIR when providing ATS to General Air Traffic.

These procedures are supplementary to those specified in IVAO divisional documents.

1.2 Validity.

This Letter of Agreement becomes effective 12/11/2020

Fritz Langhammer
Nordic Region ATC Coordinator

Kjell A. Norheim
Polaris FIR Chief

n/a
Helsinki FIR Chief

Contents

1. General.	1
1.1 Purpose	1
1.2 Validity	1
2. Areas of Responsibility for the Provision of ATS.	3
2.2 Areas of Responsibility	3
2.2.1 Polaris FIR	3
2.2.2 Helsinki FIR	3
3. Procedures.	4
Annex A.	5
A.1 Airspace Sectorization and Classification within the Area of Common Interest	5
A1.1 Helsinki FIR	5
A1.2 Polaris FIR	5
A.2 Cross Border Areas (CBA) within the Area of Common Interest	6
A.3 Functional Airspace Block	6
A.4 Delegated Airspace within the Area of Common Interest	6
A.4.1 Delegation of ATS from Helsinki FIR to Polaris FIR	6
A.4.2 Delegation of ATS from Polaris FIR to Helsinki FIR	6
A.5 Special Areas within the Area of Common Interest	6
A.5.1 Polaris FIR	6
A.5.2 Helsinki FIR	6
Annex B.	7
B.1 General Conditions for Acceptance of Flights	7
B.2 Means of Communications and their Use	7
B.2.1 Equipment	7
B.2.2 Verbal Coordination	7
B.3 ATS Routes, Coordination Points and Level Allocation	8
B.3.1 Flights from Polaris FIR to Helsinki FIR	8
B.3.2 Flights from Helsinki FIR to Polaris FIR	8
B.4 Special Procedures for Flight Allocation	8
B.4.1 Flights from Helsinki FIR to Polaris FIR	9
B.4.2 Flights from Polaris FIR to Helsinki FIR	9
Annex C.	10
C.1 Transfer of Aircraft Identification	10
C.2 Transfer of Communications	10
C.3 Transfer of Control	10
C.4 Reduced Longitudinal Separation	10

Appendix 1 of Annex A.....	11
Appendix 3 of Annex A.....	12
Appendix 4 of Annex A.....	13

2. Areas of Responsibility for the Provision of ATS.

2.2 Areas of Responsibility.

The lateral and vertical limits of the respective areas of responsibility are as follows:

2.2.2 Polaris FIR.

Lateral limits: 630000N 000000E - 630000N 004000E - 640000N 0050053E -
 650800N 0061600E - 653706N 0065026E - 654500N 0070000E -
 661240N 0074228E - 671500N 0092521E - 700000N 0150000E -
 702832N 0175917E - 712000N 0250000E - 712000N 0280000E -
 710000N 0300000E - 702200N 0314300E - 700000N 0310800E -
 694741N 0304904E -
 further clockwise along the state border to the point - 690307N 0285546E -
 further clockwise along the state border to the point - 690336N 0203255E -
 further clockwise along the state border to the point - 585332N 0103820E -
 584540N 0103532E - 583000N 0103000E - 580200N 0093130E -
 570000N 0073000E - 570000N 0060000E - 570000N 0055000E -
 570000N 0050000E - 581640N 0030047E - 590504N 0013916E -
 600000N 0000000E -

Vertical limits: GND-UNL

2.2.1 Helsinki FIR.

Lateral limits: 601130N 0190512E - 601803N 0190756E - 610000N 0191905E -
 614000N 0193000E - 631000N 0201000E - 632830N 0204000E -
 633700N 0213000E - 644100N 0225500E - 653148N 0240824E -
 further clockwise along the state border to the point - 690336N 0203255E -
 further clockwise along the state border to the point - 690307N 0285545E -
 further clockwise along the state border to the point - 601201N 0271735E -
 600800N 0263300E - 595830N 0260642E - 595300N 0255200E -
 595430N 0252000E - 595300N 0245100E - 590000N 0210000E -
 591524N 0203239E - 593346N 0195859E - 601130N 0190512E

Vertical limits: GND-UNL

3. Procedures.

3.1 The procedures to be applied by Helsinki Control and Polaris Control are detailed in the Annexes to this Letter of Agreement:

3.2 These procedures shall be promulgated to the Air Traffic Control Officers of the ATS units concerned.

3.3 **Temporary Deviations.**

When necessary, the Chief of the FIR concerned may introduce, by mutual agreement and for a specified time period, temporary modifications to the procedures laid down in the Annexes to the present Letter of Agreement.

Helsinki Control

Polaris Control

Annex A.

Area of Common Interest.

A.1 Airspace Sectorization and Classification within the Area of Common Interest.

A map of all sectors within the Area of Common Interest are shown in Appendix 1.

These sectors are combinations of sectors used in real operations. The sector names does not necessarily match with real sector names.

A1.2 Polaris FIR.

Area	Vertical limits	Airspace Classification
Norway ACC Sector ENBD	GND-UNL	ABV FL 660: G BTN FL 660 – FL105: C BLW FL 105: G
ENKR TMA C*	2500ft-FL105	C
ENNA TMA C	3500ft-FL105	C
ENAT TMA C	3500ft-FL105	C
FINNMARK TIA G	3500ft-FL195	C

*ENKR TMA West and Center are inside Finnish airspace. REF AIP Finland ENR 2.1.

A1.1 Helsinki FIR.

Area	Vertical limits	Airspace Classification
Helsinki ACC Sector J	GND-UNL	ABV FL 660: G BTN FL 660 – FL95: C BLW FL 95: G
ENKR TMA West*	4000ft-FL95	C
ENKR TMA Center*	2500ft-FL95	C
EFIV TMA (EFIV FIZ Upper)	3000ft-FL95	D (G)
EFET ZIF Upper	3300ft-FL95	G

*ENKR TMA West and Center ATS delegated to Polaris FIR.

A.2 Cross Border Areas (CBA) within the Area of Common Interest.

Not applicable

A.3 Functional Airspace Block

A map of the NEFAB FRA within the Area of Common Interest is shown in Appendix 2.

Area	Vertical limits	Airspace Classification
NEFAB FRA	GND-UNL	Not applicable

A.4 Delegated Airspace within the Area of Common Interest.

A map of all Delegated Airspaces within the Area of Common Interest are shown in Appendix 3.

A.4.1 Delegation of ATS from Helsinki FIR to Polaris FIR.

Area	Vertical limits	Airspace Classification
HALTI CTA	FL95-FL660	C
MANTO CTA	FL65-FL95	D
ENKR TMA West	4500ft-FL95	C
ENKR TMA Center	2500ft-FL95	C

A.4.2 Delegation of ATS from Polaris FIR to Helsinki FIR.

Not applicable

A.5 Special Areas within the Area of Common Interest.**A.5.1 Helsinki FIR.**

EFTSAJ11, EFTSAJ24, EFTSAJ25, EFTSAJ29, EFTSAJ30, EFTSAJ31, EFTSAJ32, EFTSAJ33, EFTSAJ34.

Helsinki Control shall inform Polaris Control and/or Kirkenes Tower of any active Temporary Segregated Areas within the Area of Common Interest.

A.5.2 Polaris FIR.

Polaris Control shall inform Helsinki Control of the activity of ENR402 and any military training activity within the Area of Common Interest.

Helsinki Control**Polaris Control**

Annex B.

Procedures for Coordination.

B.1 General Conditions for Acceptance of Flights.

- B.1.1 Flights shall be considered to be maintaining the coordinated level at the transfer of control point unless climb or descent conditions have been clearly stated by the use of IVAC label markings or by verbal coordination.
- B.1.2 If the accepting ATS Unit cannot accept a flight offered in accordance with the conditions specified above, it shall clearly indicate its inability and specify the conditions under which the flight will be accepted.
- B.1.3 For any proposal deviation from the conditions specified in this Annex, the transferring unit shall initiate an Approval Request, and request a new clearance limit.
- B.1.4 The accepting ATS Unit shall not notify the transferring ATS Unit that it has established ground-air communications with the transferred aircraft unless specifically requested to do so. The Accepting Unit shall notify the Transferring Unit in the event that communications with the aircraft is not established as expected.

Reference: ICAO Doc 4444, Chapter 10, Paragraph 10.1.2.4.3:

B.2 Means of Communications and their Use.

B.2.1 Equipment.

The following lines for communication are available between Helsinki Control and Sweden Control:

Line Type	Amount	Additional Information
IVAO Nordic Region Discord	2	
IVAO Nordic Region TeamSpeak	0	<i>Not applicable</i>
IVAC Software COMMBox	1	

B.2.2 Verbal Coordination.

All verbal communications between non-physically adjacent controllers should be terminated with the initials of both parties concerned.

B.3 ATS Routes, Coordination Points and Level Allocation.

Available ATS routes, Coordination Points and Level Allocations to be applied, unless otherwise described in paragraph B.4 of this Annex.

B.3.1 Flights from Helsinki FIR to Polaris FIR.

ATS Route	COP	Level Allocation	Special Conditions
M745	SIVNU		
T311			
T400			
Z253	VADLA		EFIN airspace delegated to POLARIS
Z253	TINOS		EFIN airspace delegated to POLARIS
M613	ENEXI		
N150	GAPRO		EFIN airspace delegated to POLARIS

B.3.2 Flights from Polaris FIR to Helsinki FIR.

ATS Route	COP	Flight Allocation	Special Conditions
M745	SIVNU	According to Semi-circular rules.	
Z253	VADLA		
M857	ROVAN		
Z253	TINOS		
M613	ENEXI		
N150	GAPRO		
			EFIN airspace delegated to POLARIS

B.4 Special Procedures for Flight Allocation.

Flights arriving/departing to/from aerodromes close to the boundary between NEFAB and DK-SE FAB are allowed to cross the border on a DCT route, regardless of altitude at the boundary if their requested level is above FL285. If the requested level is below FL285, a point is required on the boundary between NEFAB and DK-SE FAB.

In case the requested level is below FL105, or if the requested level is not available when reaching the transfer of control point, prior verbal coordination is required.

B.4.1 Flights from Helsinki FIR to Polaris FIR.

ENKR	Flights arriving ENKR via RUNES-ROVAN and SIVNU shall be advised of the arrival runway in use and cleared for the Standard Arrival Route serving the runway in use. Arriving flights shall be considered descending to FL100 at the transfer of control point, issued by Helsinki Control. Flights with requested level below FL95 intending to enter ENKR TMA Sectors shall be transferred to Kirkenes Tower (120.350 MHz).
ENAT	Flights arriving ENAT via COP ENEXI shall be considered descending to FL200, unless otherwise coordinated.
ENNA	Flights arriving ENNA via COP ASVUG and ENEXI shall be considered descending to FL200, unless otherwise coordinated.
ROVAN	Helsinki Control may clear En-route traffic direct ROVAN without coordination with Polaris Control. Both Helsinki Control and Polaris Control are responsible for separation in MANTO CTA.

B.4.1.2 Flights departing from Helsinki FIR with requested level at or above FL285:

Flights unable to reach above FL285 at least 5 minutes before the transfer of control point shall be coordinated verbally between the both parties concerned.

B.4.1.3 Other actions requiring special procedures for Flight Allocation shall be coordinated verbally between the both parties concerned.**B.4.2 Flights from Polaris FIR to Helsinki FIR.**

ENKR	Flights departing ENKR via SIVNU and ROVAN shall be considered climbing to FL100 at the transfer of control point, issued by Kirkenes Tower. Traffic shall be transferred to Helsinki Control. Flights are subject to Approval Request.
ENAT, ENNA	Flights departing ENAT and ENNA towards Helsinki FIR shall be considered climbing to requested level at the transfer of control point.
EFIV	Flights arriving EFIV via RUNES-NEKUX shall be considered descending to FL200 at the transfer of control point.
EFET	Flights arriving EFET via GOMAV shall be transferred to Enontekiö AFIS (122.450 MHz). The time of AFIS activity is stated in airport NOTAMs. When active, AFIS-Unit may be contacted for coordination. Polaris Control shall terminate the radar service before transfer.

B.4.2.1 Flights departing from Polaris FIR with requested level at or above FL285:

Flights unable to reach above FL285 at least 5 minutes before the transfer of control point shall be coordinated verbally between the both parties concerned.

B.4.2.2 Other actions requiring special procedures for Flight Allocation shall be coordinated verbally between the both parties concerned.

Helsinki Control**Polaris Control**

Annex C.

ATS Surveillance Based Coordination Procedures.

C.1 Transfer of Aircraft Identification.

C.1.1 When discrete SSR codes are used for transfer of identification, they shall be assigned in accordance with Scumari vACC Squawk Generator or Marvinnordic Squawk Generator.

C.1.2 Any change of SSR code by the accepting ATS Unit may only take place after the AoR boundary.

C.2 Transfer of Communications.

C.2.1 The transfer of communications shall take place not later than 1 minute and not sooner than 5 minutes before the transfer of control, unless otherwise coordinated.

C.3 Transfer of Control.

C.3.1 If it becomes necessary to reduce or suspend transfers of control, a 15 minutes prior notification shall be observed, except in emergency situations.

C.3.2 Any vectoring along the common AoR-boundary needs to be coordinated between the ACC-Units verbally.

C.3.3 Silent Transfer of Control

Transfer of control may be affected without systematic use of bi-directional speech facilities provided the minimum distance between successive aircraft about to be transferred is 20 NM and constant or increasing.

C.3.3.1 The transferring controller shall inform the accepting controller of any level, speed or vectoring instructions given to aircraft prior to its transfer and which modify its anticipated flight progress at the point of transfer.

Note: When using **Mach-number speed control**, pilots concerned shall be instructed to report their assigned Mach-number to the accepting ATS Unit upon initial contact.

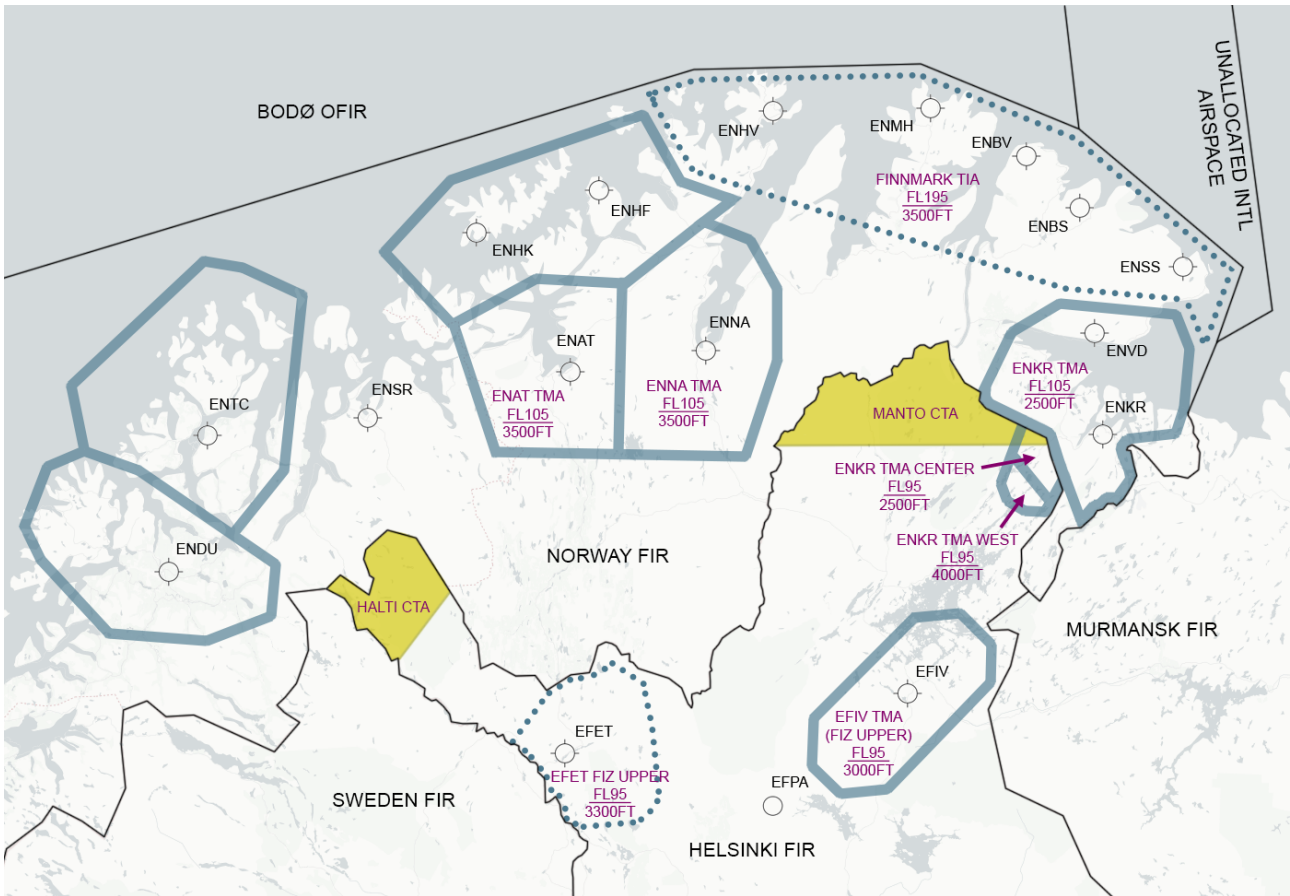
C.3.3.2 The accepting controller may terminate the silent transfer of control at any time, normally with an advance notice of 5 minutes.

C.4 Reduced Longitudinal Separation.

C.4.1 Transfer of control of the aircraft on the same track or crossing tracks, whether at the same level, climbing or descending, may be affected provided that a minimum longitudinal separation of 3 minutes exists between aircraft, the relevant aircraft are continuously flight path monitored and the transferring ATS Unit has ensured that **the actual distance between the aircraft does not reduce to less than 20 NM.**

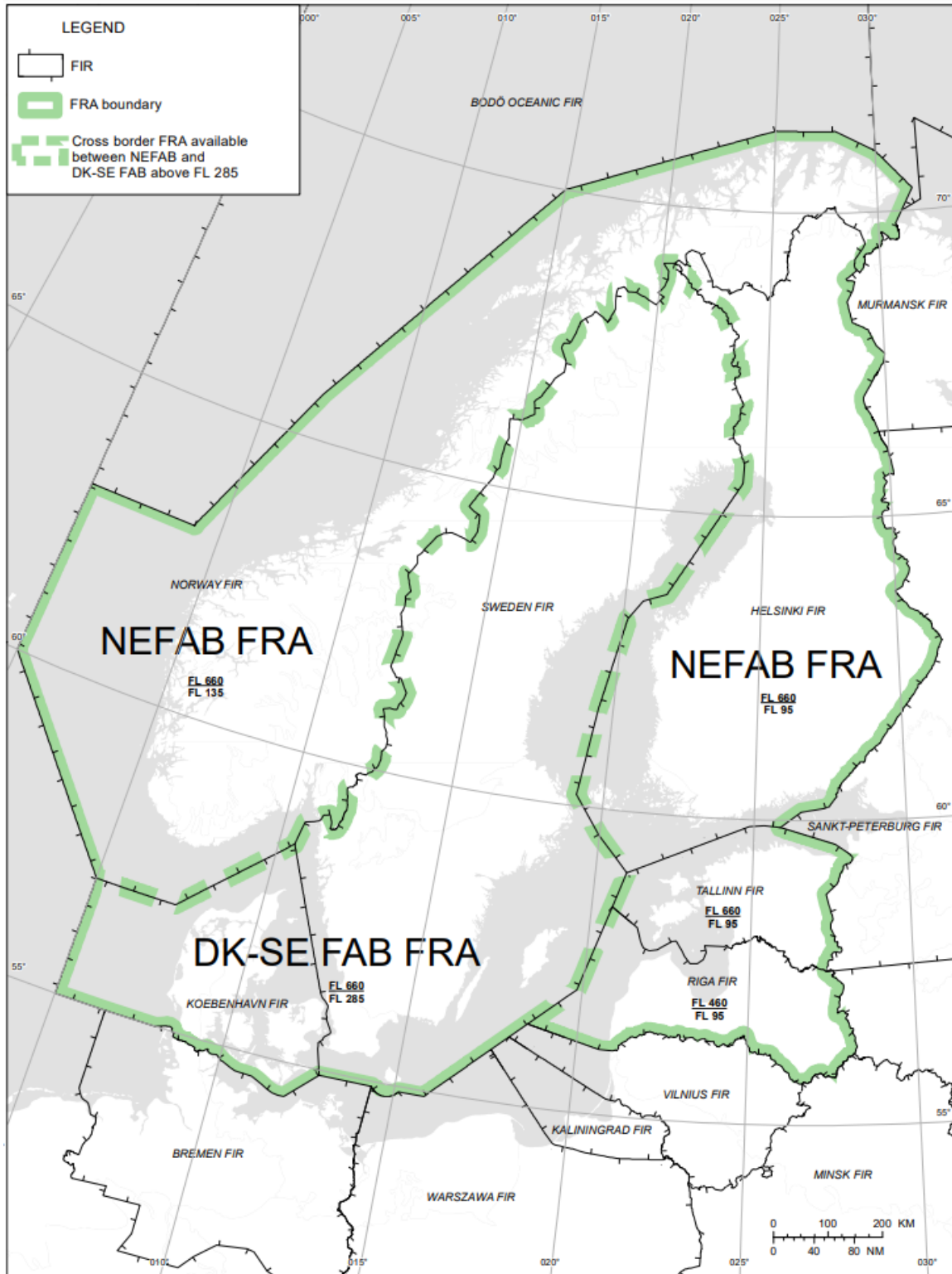
Appendix 1 of Annex A.

Airspace Sectorization within the Area of Common Interest.



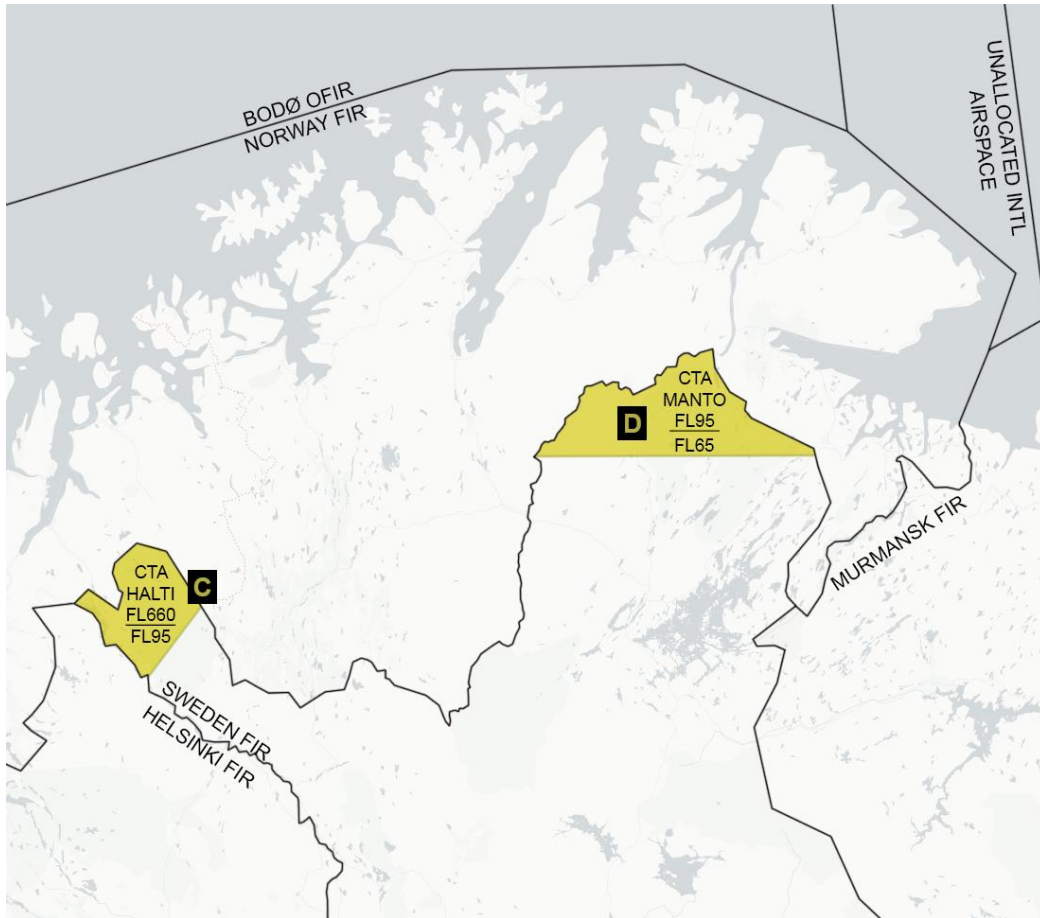
Appendix 3 of Annex A.

Functional Airspace Block within the Area of Common Interest.



Appendix 4 of Annex A.

Delegated Airspaces within the Area of Common Interest.



THIS PAGE INTENTIONALLY LEFT BLANK