Delivery Coordinator

With the increasing number of flights on the network, especially during events and online days, the role of Delivery is becoming increasingly important, and the workload is rising immensely. To handle departing traffic most efficiently, it is advisable to staff Delivery with two controllers: an operator and a coordinator.

Operator: The operator is responsible for all voice communication with pilots on the frequency (enroute and startup clearance). They are responsible for setting the clearance received flag and the startup status.

Coordinator: The coordinator has the following tasks:

- Checking and Editing Flight Plans (setting SID, initial climb, squawk, etc.)
- Datalink Clearances (via Topsky)
- Text Communication (e.g., with text pilots in the frequency chat and via private message)
- Coordination with Other Stations (e.g., with tower, arrival)
- Monitoring Traffic Flow at the Entire Airport

Editing the Flight Plan: If there are errors in the flight plan that need correction (depending on SOPs - incorrect SID, FL, route), the coordinator should address this with the pilot via private message before the clearance request, not on the frequency! Only when the flight plan is checked, edited, and possibly corrected, should the squawk be set. This signals to the operator that the clearance can be issued.

Startup Clearance: When using the CDM plugin, the operator is responsible for setting the TOBT and working with the resulting TSAT. When using manual slots (without the CDM plugin), the coordinator is responsible for entering the TSAT into the remarks field and monitoring the traffic situation at the airport.

Request List: If the route clearance cannot be given immediately (e.g., because other pilots are still waiting), the request function of the VCH plugin should be used. The same applies to startup clearance if it cannot be given immediately.

Revision #1
Created 26 June 2024 21:08:22 by 1583954
Updated 30 September 2024 22:27:33 by 1583954