

Good Radio Technique

Prepare first – Know what you want to say before keying your transmitter.

Listen before you transmit. If you have just changed frequency pause, listen and make sure the frequency is clear.

Communication with ATC should be concise and to the point. For unusual situations or lengthy communications, initial contact should first be established.

Acknowledge all clearances with the aircraft call sign.



Initial Call

Initial contact should include **Call Sign, Position and Request**

Example

Pilot: Southern Ground, N672K, Know-All Aviation, ready to taxi for departure with information Alpha

Controller: N672K, Southern Ground, taxi to runway 26.

Taxi Instructions

A taxi clearance will consist of either “Taxi To” or “Hold Short”. A “Taxi To” instruction is used when hold short instructions are not required.

EXAMPLES

“N6313C taxi to runway 30”

“N6313C taxi to runway 30 via taxiway Bravo”

“N6313C taxi to the ramp”

A “Taxi To” clearance authorizes the aircraft to “cross” all runways/taxiways which the taxi route intersects. This clearance does not authorize the aircraft to “enter” or “cross” the assigned takeoff runway at any point.

FAR 91.129(i)



It is important to listen carefully to ATC instructions and not to anticipate what you expect to hear.

Taxi Instructions

A taxi clearance may require ATC to issue “hold short” instructions. In this case, ATC will specify the runway for departure, any necessary taxi instructions, and hold short restrictions when an aircraft will be required to hold at some point along the taxi route.

EXAMPLES

“N6313C runway 27L, taxi via Alpha, hold short of runway 27R”

“N6313C runway 27L, hold short of runway 27R”

“N6313C hold short of runway 27R”



Hold Short Instructions

A controller is required to receive a read back for all hold short instructions issued. It is important that a pilot or vehicle operator thoroughly read back the hold short instructions.

If the read back is not thoroughly received, the controller will prompt the pilot or vehicle operator to “Read Back Hold Short Instructions.”

Read back hold instructions may be initiated for any point on a movement area when the controller believes the read back is necessary.

