

# Letter of Agreement

## Memphis (ZME) & Indianapolis (ZID)

---

Effective: December 1<sup>st</sup>, 2008 0000 Zulu

### **SUBJECT**

This letter of agreement governs handoff procedures between Indianapolis and Memphis Centers to maintain a smooth traffic flow by standardizing coordination on common routes.

### **CANCELLATION**

This agreement cancels any and all previous LOAs between ZME and ZID.

### **PROCEDURES**

Deviation from this agreement requires prior coordination between Indianapolis Center and Memphis Center controllers. When issuing clearance delivery, Center controllers should make an effort to have all pilots file for the recommended arrivals or advise pilots to expect further clearance from the adjacent Center.

**ZME** will ensure that:

#### **Indianapolis (IND) Arrivals**

- All aircraft should be routed over the Louisville VOR (IIU) to join the DECEE arrival.

#### **Louisville-Standiford (SDF) Arrivals**

- All Nashville departures are to be routed over the Hinch Mountain VOR (HCH) to join the DARBY arrival. After departure, ZME is authorized to clear aircraft direct Livingston VOR (LVT) to join the DARBY arrival, provided that such clearance will not disrupt the flow of traffic already on the arrival route. Aircraft flying over HCH should be handed off to Atlanta Center. Aircraft cleared to LVT should be handed off to Indianapolis Center and cross the sector boundary at or below FL240.
- All Non-Nashville departure aircraft are to be routed over the Pocket City VOR (PXV) to join the CHERI arrival into KSDF.

#### **Cincinnati (CVG) Arrivals**

- All aircraft should be routed over Pocket City VOR (PXV) to join the MOSEY arrival.

#### **Dayton (DAY) Arrivals**

- All aircraft should be routed over Falmouth (FLM) to join the KEKEE arrival.

**ZID will ensure that:**

**Memphis (MEM) Arrivals**

- Indianapolis departures are to be routed over the Pocket City VOR (PXV) to join the WLDER or LTOWN (RNAV) arrival into KMEM.
- Port Columbus departures are to be routed direct Dayton VOR (DQN) then towards KMEM via the Bowling Green (BWG) VOR to join the WLDER or LTOWN (RNAV) Arrival. \*No routings permitted over the KCVG area.
- Other departures are to be routed over the Bowling Green VOR (BWG) to join the WLDER or LTOWN (RNAV) arrival into KMEM.

**Nashville (BNA) Arrivals**

- All Indianapolis departures are to be routed over the Central City VOR (CCT) to join the HEHAW arrival into KBNA.
- All Non-Indianapolis departures' are to be routed over the Mystic VOR (MYS) to join the HEHAW arrival into KBNA.
- Indianapolis Center should ensure aircraft receive descent clearance to cross HEHAW Intersection at 11000'.

**En Route ZME and ZID will verify...**

- All aircraft are at 1X prior to handoff
- Aircraft are at a valid altitude for direction
- NORDO (Aircraft that you are not in communication with) aircraft are pointed out PRIOR to crossing the appropriate ARTCC boundary
- Handoff requests are made within at least 10nm prior to the aircraft crossing the ARTCC boundary but may be made up to 100nm prior to the ARTCC boundary. The transfer of communication should occur no later than 5 miles from the ARTCC boundary.

**Prior to handoff:**

- Controllers will modify all data blocks to indicate /t, /r or /v as appropriate
- Controllers will modify all flight strips to reflect altitude clearances and the clearance route, particularly for Arrivals and Departures as noted above
- Controllers will clear all scratchpad entries and temporary altitudes prior to placing a handoff request
- Controllers will ensure that squawk code is correct

---

**Robert Prescott**  
**Indianapolis ARTCC ATM**

**Andrew Podner**  
**Memphis ARTCC ATM**