



Hong Kong vACC

Meeting minutes

Location: Hong Kong vACC Discord Staff Meeting Room

Date: 30th of June 2019

Attendees:

- Alfred Tang – ACCHKG1 & 3 (AT) 1200z. (Chair)
- Oscar Chui – ACCHKG 2 (OC) 1200z.
- John Cheng – ACCHKG4 (JC) 1200z.
- Kai Ko – ACCHKG7 (KK) 1200z.
- Bailey Brown – ACCHKG5 & 8 (BB) 1200z. (Minute)
- Michael Cheng – ACCHKG7 (MC) Absent apologies sent.

Agenda Items

- I. Summary of Q2 2019. (AT)
- II. Overview of FS Expo and take away points. (AT)
- III. Current Training Status. (AT)
- IV. Modifications of controller coordination. (AT)
- V. Designation of VHHH as a major airport. (AT)
- VI. Steps that can be included for when ATC training request is put in. (OC)
- VII. Nill. (MC)
- VIII. Kai Tak Event. (KK)
- IX. Real Ops & Next In Real Life (IRL) event. (KK)
- X. Taiwan Event. (KK)
- XI. Regular Events. (KK)
- XII. TMA Sectors. (JC)
- XIII. TMA Sweatbox. (JC)
- XIV. Controller coordination standards. (JC)
- XV. Cathay Involvement . (BB)
- XVI. Training videos and update of SOP13. (BB)
- XVII. Visiting Controller Exam on VATME HQ. (BB)
- XVIII. Web Briefing. (BB)

HONG KONG VIRTUAL AREA CONTROL CENTRE (HKVACC)
VIRTUAL AIR TRAFFIC SIMULATION NETWORK (VATSIM)

Date Issued: 30 JUN 2019

Subject: Hong Kong vACC Meeting Minute



Action Items	Owner(s)	Deadline	Status
Plan for Q3 Meeting	Management Team	Quarter 3	In progress
Michael Cheng – Alfred Tang registered organization proposal	AT, MC	No time set	In Progress
Additional items for sectorisation	JC	Quarter 3	In Progress
Policy on controller briefing for sectorisation	AT	Quarter 3	In Progress
Determine VACC candidates for controller partner program	AT	Quarter 3	In Progress
Pushback colour to be included in the sector file	BB	Quarter 3, by 1909 release	In Progress
How to add real world flight data for real ops booking	KK, BB	Quarter 3	In Progress
New website release	BB	6 July 2019	English version is 100% Chinese translation 85%

Welcome

Motion: Open Hong Kong vACC Staff Meeting

AT Moved to start the meeting. Seconded by **BB**.

Meeting opened at time:1212z

AT Welcomed everyone to the meeting at 1212z.

1. Q2 General

- a. **JC** Mentioned his concern about the sectorisation of the Hong Kong airspace regarding approach and departures. **JC** stated that he and Chord Suen went searching from sectorisation documents and only found a report from 2009 from the Hong Kong Civil Aviation Department. **JC** mentioned the handoff between Hong Kong Terminal Radar East and Hong Kong Departures handling inbound aircraft. **AT** stated that we should continue to follow the real world sectorisation and that we don't have the same level of traffic and it is a different case for Kai Tak. **JC** said, "It may not be the best idea to implement all the sectorisation on to the network and possible tweaking the sectors to implement an easier explanation." **BB** stated that instead of simplifying the sectorisation it would be better to change and modify the training to explain the sectorisation better. **JC** concur with the statement of reinforced training. **AT** asked for a report to be brought to the next quarter with regards to training and sectorisation.
- b. **JC** said that controller coordination is not adequate and can be made much better. "Cramming the controllers into a voice room is not good, and it turns into a voice chat where controllers are often muting their headset. This is making people miss information. **AT** suggested a "No casual conversation rule" for the future. **JC** said we should have separated coordination rooms for different positions. **KK** said we should have mandatory PTT enabled in the coordination rooms.
- c. **AT** welcomed **JC** to the management team.
- d. **AT** said flight sim expo was very successful for VATSIM, especially the Voice Codec quality and **AT** believes it will be a significant step forward once implemented globally. **AT** said there was much collaboration between the ARTCC's and other ARTCC's having their controllers on display and demonstrating their controllers to the world. **AT** wanted to say we should collaborate with the VATGOV's and vACC. **AT** said there was a lot of marketing material that was used to show off the network, and we should start using some of those materials to show our self off to the local community in Hong

- Kong. **AT** said the organisation was excellent and had great publicity for the public and we should consider doing such things to promote our self to the greater community.
- e. **AT** spoke with Gunnar and listened to his interest in the Asia and Western market within VATSIM regarding the Growth of the two. **AT** said there had been an increase in people joining the Asia region recently and this has brought us more opportunities.
 - f. **AT** stated that our current training status is quite busy having around 20 training requests outstanding and we need to try to clear out these requests within the coming weeks and month including removing controllers who have lost interest from our training program. This has been above our usual, which is usually around ten requests. **AT** said we need to start working on our moodle a lot more and move more controller exams onto Moodle and we will need to invest quite a lot of time to do so. **AT** said we should look into getting this all done within the next two quarters. **AT** "So far so good we have made good progress."
 - g. **AT** said a strong point in the vACC is having our controllers in many different vACC's/ARTCC's and allowing us to compare us with them. **AT** said we should implement a briefing system for closing to opening controllers including runways in use, contacted aircraft, what's going on a 30-second wrap up of what's happening. This would allow us to give a better heads up to the next controller. **AT** said he wanted to make this mandatory for all ATC to do this. **BB** said we should have a 5-minute rule before opening and closing a controller will be given 5 minutes to inform the next controller covering their position or a lower position. **AT** said this will be put in place and will see the outcome of this.
 - h. **AT** asked about making Chek Lap Kok (CLK) (VHHH) a major airport. Making CLK requiring a special endorsement in order to control CLK. **AT** also suggested having a Visiting Controller Agreement between different vACC's allowing them to control our airports and vice versa. **BB** said with places there may be a possibility of a language requirement restriction for certain places **AT** responded stating that it will be negotiated with the certain vACC or Division.
 - i. **OC** said we should implement more steps for inbound controlling request applications. **AT** said the flow chart of the request is as follows. **Email Receive > English Test > If Passed then put into cue > Mentor Assigned.**
 - j. **OC** said the controller activity check will go ahead tomorrow at 2359z and a document will be produced with all inactive controllers.

2. Air Traffic Control Training

- a. **JC** asked if we could work on using sweatbox more and including it in more training sessions. **AT** agreed that sweatbox is very helpful and should be used more. **BB** stated that currently himself and **OC** had also been using sweatbox for ground training and delivery with a "Death Session" with a full Chek Lap Kok, Macau & Kai Tak Airport. **BB** said we should have an easy, intermediate and hard level of sweatbox training. **JC** stated we should use Easy as how to learn euroscope and intermediate for casual training and hard for a stress test session.
- b. **JC** said in the next few weeks he will be updating the cue card and also the SOP's.
- c. **BB** asked if we could change our visiting controller VATMEHQ questions to Moodle. **AT** agreed and this will be completed in the near future.

3. Events Departement

- a. **KK** said thanks for all the help for the Kai Tak Event and VATROC has approached the vACC for an event and they will be producing the banner.
- b. **KK** said the real ops flights will be manually added. **BB** said we can use flight aware to export all the flight data.
- c. **KK** said with the previous survey we got 10 responses and there was a Bi-weekly overall opinion.
- d. **KK** asked the Management Team for a possible date for the next live event.

4. Marketing Departement

- a. **BB** asked if we could involve Cathay Pacific in our live events

Action: MC to find out to go about becoming an organisation and our goals as a proposal.

5. Sector Files

- a. **JC** said the controller tags need to be all the same as some controllers are having different information on some tags and others are not having such information.
- b. **BB** The inclusion of Pushback Colours will be coming soon.

6. Web Services

- a. **BB** said the new website is progressing well and should be released within the coming days.
- b. **BB** Thanks **AT** on his contribution towards purchasing a new domain name. (www.vatsim.hk)
- c. **BB** said that all emails will now be sent through the format of (First Name Initial, Last name @ VATSIM.HK) this excludes events, training, feedback, VFR and other specific ones.

Close Hong Kong vACC Staff Meeting

AT Moved to close the meeting. 1311z Seconded by **BB**.