



Tulsa Riverside Air Traffic Control Tower | RVS

R. L. Jones Jr. Airport
8801 South Jack Bates Avenue
Tulsa, Oklahoma 74132

PILOT HANDBOOK

December 2020



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Purpose

The mix of experience levels and aircraft types operating out of Tulsa Riverside creates a challenging airport environment. It is critical for pilots and controllers to be able to work together. In an effort to improve safety, communication, and system efficiency, the tower has collected information for best practices. Pilots need to remember that if they are ever in doubt of any instruction, or unsure of another aircraft's position, the easiest answer is to ask the tower. The controllers are there to help!



Departures

Automatic Terminal Information Service (ATIS)

Before contacting ground control or clearance delivery, be sure to listen to the entire ATIS broadcast. The ATIS will provide you with appropriate frequency information to use when arriving or departing. You must state the appropriate ATIS information code with your call sign on initial contact.

Clearance Delivery/Ground Control

After listening to the ATIS, you're ready to contact clearance delivery or ground control with your request. Before keying up, be sure to listen to make sure you do not over-key another pilot's read back or the controller issuing any instructions. Pilots departing VFR who are requesting radar service should **state their destination** or direction of flight. The controller will issue a beacon code, departure frequency, and an altitude restriction of "**at or below 2500 feet** (MSL)". Pilots who request negative radar service will be given instructions on how to exit the Class Delta Airspace.

Types of Radar Service

IFR	Filed IFR flight plan
Flight Following	Radar service to a destination outside of Tulsa Departure's Airspace
Radar Service	Radar service within Tulsa Departure's Airspace
Negative Radar	No traffic advisories from Tulsa Departure

Ready for Taxi

Contact ground control only when you are ready to begin taxiing. Advise the controller of your **position** and the **ATIS code**. Be sure to use your callsign in every transmission. If you are not familiar with the airport, you may ask for progressive taxi instructions. You must receive a clearance to cross any runway on your taxi route—it is not implied.

If you are instructed to taxi "West of Alpha" then maneuver your aircraft west of the dashed taxiway edge marking to make room for aircraft taxiing in the opposite direction on taxiway Alpha.

Non-Movement Areas

The majority of the East and West sides of the airfield are classified as non-movement areas. Taxilanes BB, CC, DD, GG, FF, KK, TT, and any ramps are non-movement areas. The taxilanes and ramps are very difficult to see from the tower. Pilots should use caution when operating in these areas because tower instructions are advisory in nature, based on known traffic.

CALLSIGN
POSITION
ATIS CODE

Run-Up Area Procedures



Due to the large volume of traffic operating at KRVS, local procedures have been established to provide a safer and more expeditious flow of departure traffic. The mix of students, itinerants, and resident aircraft have led RVS to devise run-up area procedures. The complete recommendation can be found by searching the FAA NOTAM site and search KRVS. The official letter is LTA-RVS-3. Ground Control is responsible for the run-up area. By regulating traffic in the run-up area, the ground controller not only helps alleviate congestion on tower frequency, but they are also optimizing

**Advise Ground Control
Run-Up Complete**

the departure sequence. The run-up areas are located adjacent to the approach end of each runway except for Runways 13 and 1R. When you are run-up complete, advise ground control. Ground will give you your sequence to the runway and tell you to contact tower when you are number one

for departure. Because of the volume of traffic at KRVS, **only contact tower if you are the first aircraft awaiting departure**, ready to take the runway. If you contact tower when you are waiting second or more in line, it causes undue frequency congestion which could prevent or delay the tower from delivering critical control instructions.

**Contact Tower Only
When You're the First
Aircraft for Departure**

Ready for Departure

When you are number one at the hold short line, contact tower. Be sure to state your **callsign, runway, and intentions**.

Tower controllers need all three pieces of information on initial call to expedite the flow of traffic. It is important to state your direction of flight, whether you are requesting pattern work, or an IFR departure. Any piece of information you share about your intended flight will only help the tower provide better service.

**CALLSIGN
RUNWAY
INTENTIONS**

Noise Abatement Procedures

The city of Jenks is a noise sensitive area. Avoid flight over Jenks unless ATC or safety requires it. Tulsa Airport Authority has published Noise Abatement Procedures for the Riverside Airport.

The Airport/Facility Directory notes "Noise Abatement: No turns on departure prior to 1500' MSL". Plan your flight to comply with these procedures.

The tower controller may give instructions to deviate from these procedures if needed for operational purposes.

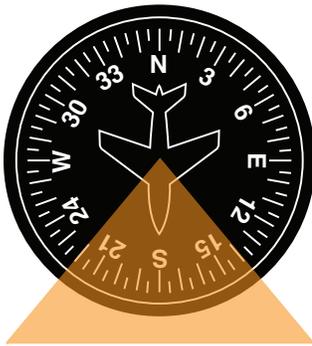
Departure Areas

Due to the large volume of air traffic at this airport, departure areas have been established to avoid potential conflicts with inbound aircraft. You can expect tower to issue a heading that coincides with the runway in use. If you are departing without radar services, the tower controller will turn you on course when leaving the Class D Airspace. *Any non-participating departures are expected to*

remain clear of Class C Airspace.

Another issue that departing aircraft need to be aware of concerns Tower assigned headings after departure. There will almost always be another aircraft departing the parallel runway at the same time you are. It is critical for you to remain on your tower assigned heading while departing unless instructed otherwise.

RUNWAY 19 R/L
Heading 150-230



RUNWAY 1 L/R
Heading 280-350



On course headings between 045 and 190 will be issued a right downwind departure.

IFR Departures will be assigned 300.

RUNWAY 13
Heading 110-160



RUNWAY 31
Heading 270-330



Class C Airspace

Tulsa's Class C airspace overlies the northeastern portion of the Riverside Class D Airspace. You may receive Class C services like traffic advisories, vectoring, and standard separation without being in the actual Tulsa Class C Airspace. See the "Types of Radar Service" table. All non-participating aircraft are expected to remain clear of Tulsa Class C.

ADS-B

Because Tulsa Riverside Tower is a VFR Tower, they do not have the equipment to perform ADS-B Checks. Tulsa Approach can perform ADS-B checks on request. Presently, neither facility requires aircraft to have ADS-B in order to receive air traffic services.

Arrivals

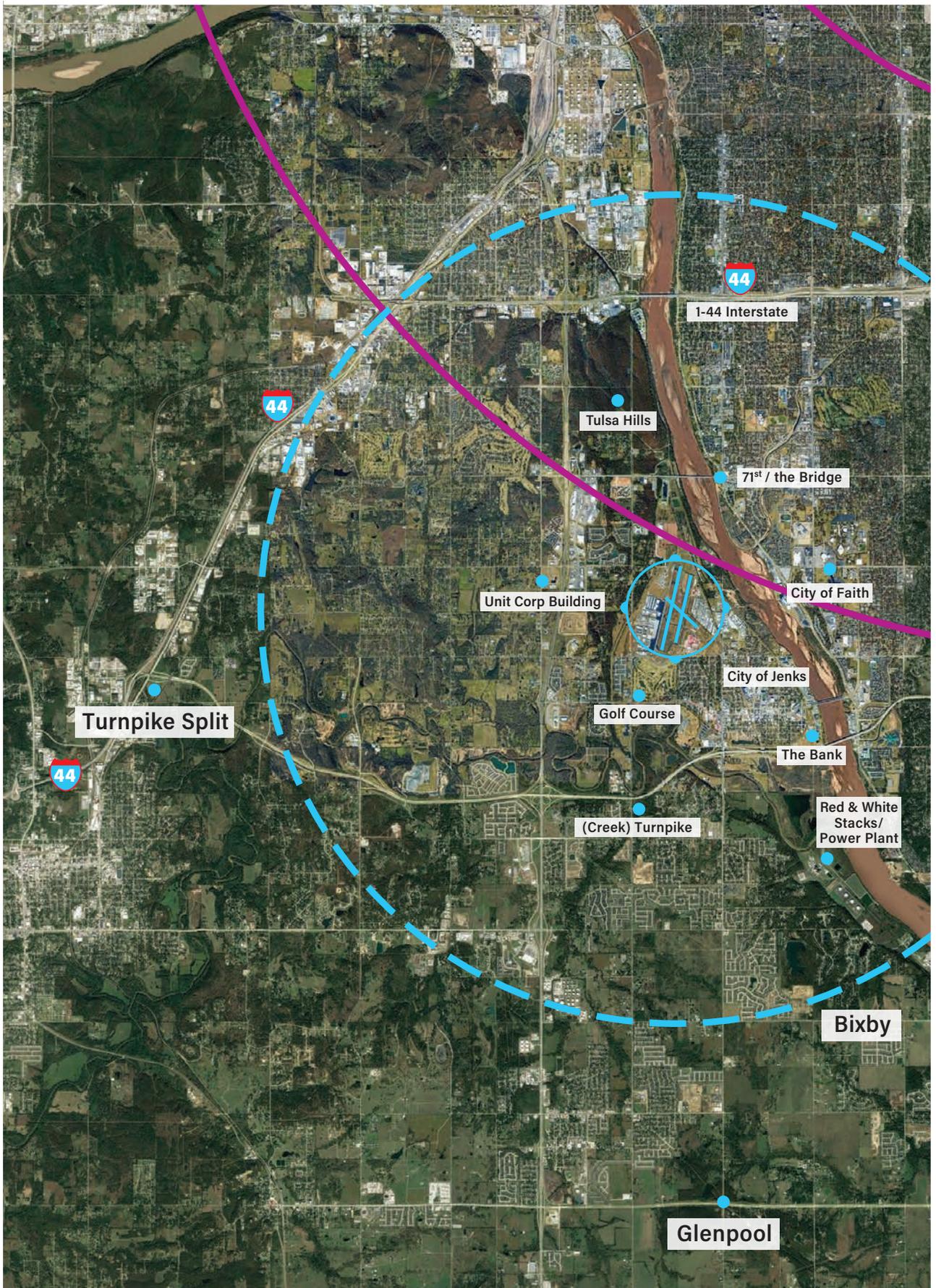
Class D Airspace

Tulsa Approach provides sequencing into Riverside Class D Airspace. Your approach into Tulsa Riverside will depend on your flight plan, aircraft type, and the runway in use. The tower, due to location and terrain, has a hard time visually verifying the runway you are lined up for. If you are in doubt about your runway assignment, ask! Both you and the controller will be much happier avoiding a potentially costly error.

VFR Reporting Points

The tower uses a number of VFR landmarks to provide spacing and sequencing to the landing runway. The table below provides an overview of the most commonly used geographical landmarks at Riverside. Remember, if you are unsure about an instruction, ask for clarification!

LANDMARK	DESCRIPTION	LOCATION
71st Street/The Bridge	4 lane highway across the river that runs east to west	1 mile final Runways 19 R/L
I-44	6 lane highway across the river that runs east to west	3 mile final Runways 19 R/L
Tulsa Hills	Large shopping center	2 miles NNW RVS
Unit Corp Building	6 story L-shaped building	1 mile WNW RVS
City of Faith	2 tall gold towers	2 miles E RVS
Golf Course	South Lakes Golf Course in Jenks	1/2 mile final Runways 1 L/R
(Creek) Turnpike	6 lane highway across the river that runs east to west	1.5 miles south RVS
The Bank	Tall building in downtown Jenks with gold/copper colored dome	2 miles SSE RVS



Exiting Runway

After completing landing roll and reaching taxi speed, exit runway without delay at the first available taxiway or as controller instructs. When advised by the tower, immediately change to Ground Control frequency on 121.7 to obtain a taxi

**Switch to 121.7
Unless Tower Says:
“Remain This Frequency”**

clearance to parking. State your position and where you would like to park. If you are not familiar with the airport, request progressive taxi instructions. If Tower issues taxi instructions they will either tell you to “remain this frequency” or “monitor ground to parking”. If told to monitor ground, switch to Ground Control on 121.7 but do not call them. Ground Control will reach out to you if they have any amendments to your taxi instructions from Tower.

Landing the Parallels

When landing either north or south flow, it is not uncommon for tower to instruct an aircraft to exit on Rwy 13/31. If you exit

in between the Runways on RWY 13/31, be aware there are no hold short lines for the other runways, however you are still required to hold short of the parallel runway until advised.

Landing the Crossing Runway

When landing RWY 13/31, listen to the controller for instructions to exit the runway (Taxiway Zulu, RWY 19L/1R, RWY 19R/1L, or Taxiway Alpha) but **DO NOT stop on the landing runway** unless instructed by controller. When landing RWY 31, remember that no taxiway connects to the far west end of the runway. The last turnoff available without having to back taxi on the runway is Taxiway Alpha.

Best Practices

Radio Discipline

Due to the high volume of traffic at Riverside, coupled with the fact that tower frequencies are often combined for controller staffing, on VFR flying days, you can expect a fair amount of frequency congestion. Follow these guidelines:

USE PROPER RADIO TECHNIQUE	USE STANDARD PHRASEOLOGY	MAKE EFFICIENT TRANSMISSIONS
Know what you are going to say before you key the microphone	Use your call sign every time	Speak clearly and enunciate
Listen BEFORE you key the microphone	Use the phonetic alphabet	Speak at an appropriate rate
Be familiar with your equipment	If you do not know the standard phraseology then simply use plain language	Be brief

Read-backs

Pilots *should* read back any instruction issued to them. Read-backs serve as a double check between pilots and controllers to verify information that may have been misheard or incorrect. This is the simplest way to reduce communication errors. Remember, every transmission needs to include your call sign.

**Lost Communications:
Squawk 7600
Look for Light Gun Signals
Call: 918-298-5960**

Lost Communications

If you lose two-way radio communications in-flight, it is suggested that you remain outside the Class Delta surface area; and, if you have a cell phone, call the tower (918) 298-5960. You will receive weather, pattern entry, and other instructions. If you do not have a cell phone or are unable to squawk 7600, if feasible, land at a non-towered airport (i.e. Pogue, KOWP) and then call the tower.

This is a much safer alternative than entering the pattern and rocking your wings, given the amount of student traffic in the area. If you are unable to land at a non-towered airport, Squawk 7600, enter a midfield downwind for the flow of traffic

and watch the tower for light gun signals. If you are in closed traffic, make a full stop landing and exit towards your parking area, remember to hold short of all runways until you receive signals from the tower. Standard no-radio pilot procedures are specified in 14 CFR 91.129.

Light Gun Signals

Controllers use light gun signals when radio communications cannot be established with an aircraft. Feel free to ask for light gun signals for training and familiarization.

A pilot, while on the ground, wishing to attract the attention of the tower should turn the aircraft into a position that is visible to the tower (always remain clear of an active runway/movement area) and turn the landing light on until appropriate light gun signals are received from the controller in the tower. Flashing the landing light also is helpful in attracting attention. During daylight hours, look for a window shade in the tower to be raised. This is done to ensure that the light gun signals are visible.

During daylight hours, acknowledge tower transmissions or light gun signals by moving the ailerons or rudder or rocking wings if airborne. At night, acknowledge by blinking the landing or navigation lights.

**Remember, if radio problems occur,
look at the tower for light.**

ATC Light Gun Signals

COLOR	ON THE GROUND	IN THE AIR
	Cleared For Takeoff	Cleared To Land
	Cleared For Taxi	Return For Landing (to be followed by steady green)
	Stop	Give Way To Other Aircraft and Continue Circling
	Taxi Clear Of The Runway	Airport Unsafe, Do Not Land
	Return To Starting Point	Not Applicable
	Exercise Extreme Caution	

Phraseology

The FAA developed a Pilot/Controller Glossary which, when used in conjunction with the AIM will help you communicate with air traffic at any airport, on any frequency. Below is an overview of the most commonly used terms at Tulsa Riverside. This list is not comprehensive and should not be used as a substitute.

COMMAND	EXPECTED ACTION
Acknowledge	Lets me know you received my message
Back-Taxi	Used by ATC to taxi aircraft on runway opposite to traffic flow
Cleared for the option	Any type of touch-and-go, low approach, stop-and-go, or full stop landing is authorized. Note: When operating in the traffic pattern, it is a courtesy to advise the tower what kind of option you are planning, especially stop-and-goes.
Follow Traffic	Maneuver as necessary to allow spacing to follow aircraft in sight
Go Around	Abandon your approach and Do NOT land on the runway
Ident	Request for pilot to activate transponder identification feature
Immediate	Instant action required to avoid imminent situation
Line Up and Wait	Used by ATC to inform pilot to taxi onto the departure runway and await departure clearance; replaced "taxi into position and hold"
Make Short Approach	Used by ATC to inform pilot to alter traffic pattern. Aircraft on short approach are expected to turn base to join about a ½ mile final
Negative	No/ incorrect; Permission not granted
Nordo	Nordo is short for "No Radio" and refers to aircraft not in communication with the tower
Read Back	Repeat the message back to me
Say Again	Use to request all or part of the last transmission
Say Intentions	Tell me what you plan to do
Stand By	An action taken by a pilot or controller to attend to other higher priorities. This is not an approval or denial of a request, merely a pause.
Stuck Mic	Unintentional continuous microphone keying resulting in a "hot mike" or "stuck mike". Note: The tower transmitters based on the airfield should be powerful enough to enable a controller to over-key a stuck microphone, however, stuck microphones are a hazardous and disruptive nuisance.
Traffic No Factor	Previously issued traffic is no longer in conflict
Unable	Inability to comply with specific instruction, request, or clearance
When Able	When used with ATC instruction this gives the pilot the ability to comply at their convenience

After Hours

Controllers provide Class D services from 7am – 10pm local time. Between those hours, Class G airspace is in effect. The ground control frequency is monitored by Tulsa Approach. If you require radar service outside of Class D hours, simply utilize 121.7 in addition to the common traffic advisory frequency.

Pilot Controlled Lighting

After 10pm, the runway lights are controlled by pilot controlled lighting.

Click your microphone on 120.3:

- **7 times** within 5 seconds to turn on lights. Once activated, you can adjust them by clicking:
- **3 times** for low
- **5 times** for medium
- **7 times** for high

Lights will remain on for 15 minutes.

Runway 19L/1R
has LED lights which
appear brighter
than the lights on
Runway 19R/1L.

Parallel Runways

Tulsa Riverside utilizes parallel runways that are in close proximity to one another. Due to volume, you can almost guarantee there will be another aircraft operating on the parallel runway simultaneously.

When arriving be vigilant that you are aligned to the proper runway. Terrain and visibility alignment constraints make it difficult for controllers to visibly confirm which runway you are approaching.

When landing either north or south, it's not uncommon for the tower to direct aircraft to exit on R13/31: If you exit in between runways, be aware that **there are no hold short lines**. However you are still required to hold short of the parallel runway until advised.

When departing, be sure to remain on your assigned heading. Drifting even slightly left or right of course could result in disastrous consequences and create an unintended traffic conflict for aircraft departing the parallel runway.

