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1. PURPOSE

1.1. This phraseology guide sets forth a series of standard phraseology to be followed when providing online ATC service within the Hong Kong FIR.

2. DISTRIBUTION

2.1. This guide is intended for all Hong Kong vACC controllers intending to provide ATC service.

3. BACKGROUND

3.1. This guide provides a concise summary of common phraseology to be used when providing ATC services within the Hong Kong FIR. It is not intended to be a comprehensive manual; it is expected that controllers exercise judgement when deciding if and when a particular phraseology shall be used.

3.2. It is recommended that this document be read alongside ICAO PANS-ATM (Doc 4444), Aeronautical Telecommunications (Annex 10 Volume 2), and the Manual of Radiotelephony (Doc 9432). Where duplicate phraseology exists, the phraseology contained in this document represent local variation(s) for use within the Hong Kong FIR.

3.3. Words in parentheses indicate that specific information, such as a level, a place or a time, etc., must be inserted to complete the phrase, or alternatively that optional phrases may be used. Words in square parentheses indicate optional additional words or information that may be necessary in specific instances.

e.g. for "START[UP] APPROVED, PUSH[BACK] [TOW-FORWARD] COLOUR (RED *or* BLUE *or* GREEN)", "Startup approved, pushback colour red" and "Start approved, pushback tow-forward colour green" are both acceptable interpretations of the phraseology.

4. General Phraseology

Circumstances	Phraseology
Indicating to a pilot that their request is not currently available	a) STANDBY. b) CALL YOU BACK.
Loss of communications	a) (aircraft callsign), (aircraft callsign), (own full callsign) ON GUARD. IF YOU READ, CONTACT (own callsign) on (frequency).
Low altitude warning	a) LOW ALTITUDE WARNING, CHECK ALTITUDE IMMEDIATELY.
Terrain Alert	a) TERRAIN ALERT, CLIMB IMMEDIATELY TO (minimum safe altitude).
Transfer of communications	a) CONTACT (callsign) [ON] (frequency).
Callsigns for "Hong Kong Radar"	a) HONG KONG b) RADAR c) HONG KONG RADAR
Callsigns for other positions	a) (position) b) HONG KONG (position)
Appropriate shortening of aircraft registration, if the aircraft is registered in Hong Kong	a) (last two letters of registration only; i.e. without "B-*") b) (full registration)

5. Phraseology for Clearance Delivery (CDC)

Circumstances	Phraseology
IFR Clearance	a) CLEARED TO (destination), [FLIGHT PLANNED ROUTE <i>or</i> (amended route)], CLIMB VIA (standard instrument departure) TO (initial altitude), [EXPECT RADAR VECTORS TO (exit fix)], SQUAWK (squawk).
Change of SID	a) RECLEARED VIA (standard instrument departure) TO (initial altitude). [REST OF CLEARANCE UNCHANGED].

6. Phraseology for Ground Movements Control (GMC)

Circumstances	Phraseology
Pushback	a) START[UP] APPROVED, PUSH[BACK] [TOW-FORWARD] COLOUR (RED <i>or</i> BLUE <i>or</i> GREEN).
Non-standard pushback	a) START[UP] APPROVED, NON-STANDARD PUSH[BACK] [TOW-FORWARD] COLOUR (RED <i>or</i> BLUE <i>or</i> GREEN) [TOW FORWARD TO (location)]. b) STARTUP APPROVED, PUSHBACK ON (location) WITH THE (NOSE <i>or</i> TAIL) (TOWARDS (location) <i>or</i> FACING (direction)).
Taxi ...for departures only ...conditional ...aircraft has priority	a) TAXI (route) BAY (bay). b) TAXI (route) HOLD SHORT OF (clearance limit). c) [CONTINUE (current taxiway)] JOIN (route). d) (RIGHT <i>or</i> LEFT) TURN (taxiway) (taxi instructions). e) TAXI (route) HOLDING POINT, [RUNWAY (runway)]. f) AFTER THE (description of traffic), (taxi instructions). g) NUMBER TWO TO THE (description of traffic) [(description of location)], (taxi instructions). h) GIVE WAY TO THE (description of traffic) [(description of location)], (taxi instructions). i) NUMBER ONE TO THE (description of traffic) [(description of location)]. j) THE (description of traffic) [(description of location)] WILL GIVE WAY TO YOU.
Holding position ...at a runway holding point, for departures only	a) HOLD SHORT OF (location). b) HOLD [AT] (holding point) HOLDING POINT.

7. Phraseology for Air Movements Control (AMC)

Circumstances	Phraseology
Line up and wait ...conditional	a) [VIA (intersection)], LINE UP [AND WAIT] RUNWAY (runway). b) BEHIND THE (DEPARTING <i>or</i> LANDING) (description of traffic), [VIA (intersection)] LINE UP [AND WAIT] RUNWAY (runway), BEHIND.
Positioning Helicopters for departure	a) POSITION ON (KILO <i>or</i> HOTEL TWO)
Takeoff	a) RUNWAY (runway) CLEARED FOR TAKEOFF.
Landing	a) RUNWAY (runway) CLEARED TO LAND.
Change of initial climb ...reminder before handoff	a) RECLEAR[ED] (level) ON DEPARTURE [DUE (reason)]. b) STOP CLIMB (level).
Helicopters leaving the ATZ	a) KILO (EAST <i>or</i> WEST) DEPARTURE FOR (exit/entry route and direction <i>or</i> VRP). b) KILO (EAST <i>or</i> WEST) DEPARTURE APPROVED.
Helicopter lifting from HKIA	a) CLEAR[ED] (TO <i>or</i> FOR) LIFT. b) LIFT [IS] APPROVED.
Helicopter runway crossing corridors	a) [BEHIND LANDING TRAFFIC [AT (distance) MILES FINAL RUNWAY (runway)] CROSS (07 <i>or</i> 25) CORRIDOR ((NORTHBOUND <i>or</i> SOUTHBOUND) FOR (VRP) <i>or</i> CLEARANCE LIMIT (clearance limit)), [CAUTION WAKE TURBULENCE].
Fixed wing departing ATZ	a) VISUAL DEPARTURE FOR (exit/entry route <i>or</i> VRP), [(altitude restrictions)].
VFR altitude restrictions	a) NOT ABOVE (level) b) AT OR BELOW (level) c) [CLIMB <i>or</i> DESCEND] [TO] [AND MAINTAIN] (level)
Special VFR	a) (instruction) SPECIAL VFR
Flow control	a) AIRBORNE TIME NOT (BEFORE <i>or</i> AFTER) (time).

8. Phraseology for Zone Control (ZNC)

Circumstances	Phraseology
VFR Clearance	a) CLEAR[ED] (clearance limit). b) CLEAR[ED] (entry/exit route) (direction) [FOR (clearance limit)]
Departing uncontrolled helipad	a) LIFT [IS] APPROVED, [FOR (clearance limit)], [REPORT AIRBORNE].
Arriving into uncontrolled helipad	a) REPORT ON GROUND [(name of helipad)].
When combined	a) (instruction involving reporting) [ON] [(frequency)].
Traffic information	a) [TRAFFIC (traffic information) <i>or</i> NO KNOWN TRAFFIC] WITHIN (zone <i>or</i> ALL CONTROL ZONES). b) (number) (HELICOPTER <i>or</i> [LIGHT] FIXED WING) (IN <i>or</i> ABEAM) (location). c) UNCONFIRMED (altitude information). d) BELIEVED TO BE (location information).
...for GFS helicopters only	e) DID YOU COPY COMPANY (callsign) (traffic information).
Hong Kong - Macau Helicopters Routes (VFR)	a) LIFT [IS] APPROVED (ON <i>or</i> CLEARED) ROUTE (designator). b) (PASSING <i>or</i> APPROACHING) (VRP) CONTACT MACAU TOWER. c) CONTINUE ROUTE (designator).
Hong Kong - Macau Helicopters Routes (IFR)	a) LIFT [IS] APPROVED, [CLEARED] RNAV KEMTE DEPARTURE [FOR ROUTE L], CLIMB VIA SID TO 1600FT. b) (PASSING <i>or</i> APPROACHING) (VRP) CONTACT MACAU TOWER. c) CONTINUE ROUTE (designator). d) CLEARED RNP 037 APPROACH.

9. Phraseology for Flight Information Service (FIS)

Circumstances	Phraseology
Answering initial call	a) [QNH (pressure)] [TRAFFIC (traffic information) <i>or</i> NO KNOWN TRAFFIC] WITHIN (zone <i>or</i> UCARA) b) OPS NORMAL CALL (EVERY (15/30) MINUTES <i>or</i> TIME (time))
Traffic information	a) (number) (HELICOPTER <i>or</i> [LIGHT] FIXED WING) (IN <i>or</i> ABEAM) (location)
...when in a location with guaranteed radar coverage	b) [TRAFFIC IS] (description of traffic) [(callsign)], BELIEVED TO BE [AT YOUR] (number) O'CLOCK, [RANGE OF] (distance), UNCONFIRMED (level) [(any other pertinent information)]

10. Phraseology for Centre Flight Information Service (CFIS)

Circumstances	Phraseology
Change in level	a) ROGER [(level) APPROVED].
...for separation	b) (level change) DUE (traffic information)
Answering initial call	a) [POB (pilot reported POB)][QNH (pressure)]
...after passing information	b) ROGER, [REPORT TOP OF DESCENT]
...after reaching TOD	c) ROGER, [(CALL ME <i>or</i> REPORT) AIRBORNE]

11. Phraseology for Radar Control

Circumstances	Phraseology
Radar identification	a) [RADAR] IDENTIFIED. b) RADAR CONTACT.
Description of altitude/flight level (thereafter "level")	a) FLIGHT LEVEL (flight level). b) FLIGHT LEVEL (metric flight level) METERS. c) (altitude) FEET. d) (metric altitude) METERS.
Level change ...immediately ...after passing significant point	a) [WHEN READY] (CLIMB <i>or</i> DESCEND) [VIA SID <i>or</i> STAR] [TO] (level). b) DESCEND NOW, (level change) c) AFTER (significant point) (level change)
Pilot reports reaching level and/or there is traffic to affect	a) MAINTAIN (level) [ON REACHING], TRAFFIC (ABOVE <i>or</i> BELOW)
Restrictions on level change	a) [TO] REACH [LEVEL <i>or</i> (level)] BY [ABEAM] (significant point <i>or</i> time)
If a promised level change is not given immediately	a) STANDBY FOR LEVEL CHANGE. [MAINTAIN PRESENT LEVEL]. b) STANDBY (HIGHER <i>or</i> LOWER). c) EXPECT (HIGHER <i>or</i> LOWER) in (distance <i>or</i> time).
If an intermediate level is needed after promising a level change	a) (level change) INITIALLY.
Requesting a level from a pilot	a) (WHAT IS YOUR <i>or</i> REPORT) REQUESTED LEVEL [AT (point)]. b) (WHAT IS YOUR <i>or</i> REPORT) MAXIMUM FLIGHT LEVEL REACH[ED] BY (point/time).
Current flight level is unavailable	a) CHANGE OF [FLIGHT] LEVEL [AT (point)], (level) OR (level), ADVICE. b) [(current level) NOT AVAILABLE [AFTER (point)]], ARE YOU ABLE (level) OR (level).

If the final level differs from their filed requested flight level	a) (level change) FINAL [LEVEL].
If the final level is not part of the published FLAS	a) (CLIMB <i>or</i> DESCEND) [TO] NON-STANDARD (level).
After deviation from SID/STAR	a) REJOIN (SID/STAR).
Cancel SID/STAR restrictions	a) CANCEL [(point)] (LEVEL <i>or</i> SPEED) RESTRICTIONS.
Speed control ...on speed conversion	a) MAINTAIN (speed) KNOTS [OR GREATER <i>or</i> LESS] [UNTIL (significant point)]. b) [REDUCE <i>or</i> INCREASE] SPEED [TO] (speed) KNOTS [OR GREATER/LESS] [MAINTAIN] [UNTIL (significant point)]. c) REDUCE TO MINIMUM (CLEAN <i>or</i> APPROACH) SPEED. d) MAINTAIN PUBLISHED SPEED [OR (GREATER <i>or</i> LESS)] [UNTIL (significant point)]. e) FOLLOW PUBLISHED SPEED [UNTIL (significant point)]. f) ON CONVERSION (speed) KNOTS. g) TRANSITION SPEED (speed) KNOTS.
Cancelling speed control	a) [AFTER (significant point)] NO [ATC] [FURTHER] SPEED CONTROL.
Radar vectoring	a) CONTINUE PRESENT HEADING [(reason)]. b) TURN [LEFT <i>or</i> RIGHT] HEADING (heading) [(reason)]. c) FLY HEADING (heading) [(reason)].
Giving track mileage estimate	a) (track miles) [TRACK] MILES [TO (RUN <i>or</i> TOUCHDOWN)].
Rejoining published route	a) RESUME OWN NAVIGATION.
Direct	a) [CLEAR[ED]] [TRACK <i>or</i> PROCEED] DIRECT (point).
Reasons for vectoring or speed control	a) FOR SPACING. b) FOR SEQUENCING. c) DUE WEATHER. d) DUE TRAFFIC.

Pilot requests track deviation	a) (heading/deviation) APPROVED. b) APPROVED (heading/deviation).
STAR clearance	a) [CLEAR[ED]] (standard arrival route) ARRIVAL.
Allowing aircraft to bypass published procedure	a) SELF POSITION FOR [procedure]. b) EARLY (RIGHT <i>or</i> LEFT) TURN APPROVED.

12. Phraseology for Macau International Airport

Circumstances	Phraseology
IFR Clearance	a) CLEARED TO (destination), FLIGHT PLANNED ROUTE, (standard instrument departure) DEPARTURE. INITIAL ALTITUDE (level), (MACAU <i>or</i> ZHUHAI) QNH (pressure), SQUAWK (squawk). INFORMATION (identifier).
Pushback	a) PUSH[BACK] AND START APPROVED, RUNWAY (runway). [FOLLOW (GREEN <i>or</i> PINK) PROCEDURE].
Taxi ...when describing TWYs C1, C2, and/or C3	a) TAXI TO (clearance limit) VIA (route). b) CHARLIE [ONE, TWO AND THREE <i>or</i> ONE AND TWO <i>or</i> TWO AND THREE]

13. Phraseology for Coordination

Circumstances	Phraseology
Request release	a) REQUEST RELEASE FOR (aircraft callsign).
Transfer	a) (coordination point) TRANSFER (aircraft callsign). b) (aircraft callsign), (coordination point) TIME (estimate), (level), SQUAWK (squawk).
Normal ... confirming ... reminder of required separation ... approval	a) (coordination point) TRAFFIC (aircraft callsign) (coordination). b) REQUEST TRANSFER. c) CONFIRM [ENSURE <i>or</i> REQUEST] (information or previous request). d) REQUIRE (separation) [NOW ONLY (separation)]. e) APPROVED. f) NOT APPROVED.
Approval request	a) (coordination point) APPROVAL REQUEST (aircraft callsign). b) (aircraft callsign) REQUEST (request).
Deviation request ... for all aircraft	a) DEVIATION REQUEST ON (coordination point) TRAFFIC (aircraft callsign) (request), ANY OBJECTION? b) (coordination point) GENERAL COORDINATION REQUEST. c) (coordination point) REQUEST GENERAL COORDINATION FOR DEVIATION [UP TO] (deviation) FROM NOW UNTIL (FURTHER NOTICE <i>or</i> (time)).
Time-based routing	a) (FIR entry point) (FIR exit point) APPROVAL REQUEST (aircraft callsign). b) (aircraft callsign) (FIR exit point) TIME (estimate), ANY OBJECTION? c) ADVISE ROUTE AFTER (FIR exit point).
Traffic information (procedural separation)	a) TRAFFIC INFORMATION ON (ATS route).

	b) (aircraft type) SQUAWKING (squawk) REPORTED (significant point) TIME (time) AT (level), (request).
Estimates	a) (coordination point) PROVISIONAL ESTIMATE (aircraft callsign). b) (aircraft callsign), (coordination point) TIME (estimate) [REQUEST (request)].

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