

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
Air Traffic Organization Policy

N JO 7110.558

Effective Date:
June 29, 2011

Cancellation Date:
August 25, 2011

SUBJ: Cancellation of Instrument Flight Rules (IFR) Flight Plan

- 1. Purpose of This Notice.** This notice amends Paragraph 4-2-10, Cancellation of IFR Flight Plan, to Federal Aviation Administration (FAA) Order JO 7110.65. This change corrects editorial errors found in N JO 7110.556, Cancellation of Instrument Flight Rules (IFR) Flight Plan.
- 2. Audience.** This notice applies to the following Air Traffic Organization (ATO) service units: En Route and Oceanic, Terminal, Mission Support, and System Operations; and all associated air traffic control facilities.
- 3. Where Can I Find This Notice?** This notice is available on the MyFAA employee Web site at https://employees.faa.gov/tools_resources/orders_notices/ and on the air traffic publications Web site at http://www.faa.gov/air_traffic/publications/.
- 4. Cancellation.** This notice cancels N JO 7110.556, Cancellation of Instrument Flight Rules (IFR) Flight Plan, effective May 5, 2011.
- 5. Procedures.** Amend Paragraph 4-2-10, Cancellation of IFR Flight Plan, to read as follows:

4-2-10. CANCELLATION OF IFR FLIGHT PLAN

a. If necessary, before instructing an IFR aircraft arriving at an airport not served by an air traffic control tower or flight service station to change to the common traffic advisory frequency, provide the pilot with instructions on how to cancel his/her IFR flight plan.

1. Airports with an air/ground communications station:

PHRASEOLOGY-

(Call sign) REPORT CANCELLATION OF IFR ON (frequency).

2. Airports without an air/ground communications station:

PHRASEOLOGY-

(Call sign) REPORT CANCELLATION OF IFR THIS FREQUENCY OR WITH FLIGHT SERVICE.

Or

(Call sign) REPORT CANCELLATION OF IFR THIS FREQUENCY OR WITH (FSS serving the area or the ATC controlling facility).

EXAMPLE-

"N13WA report cancellation of IFR this frequency or with McAlester Radio."

- b. Respond to a pilot's cancellation of his/her IFR flight plan as follows:

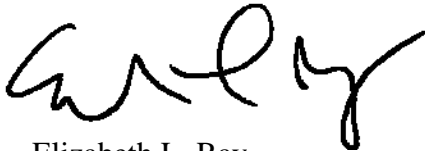
PHRASEOLOGY-

(Call sign) IFR CANCELLATION RECEIVED.

6. Distribution. This notice is distributed to the following ATO service units: Terminal, En Route and Oceanic, Mission Support, and System Operations; the ATO Office of Safety; the Air Traffic Safety Oversight Service; the William J. Hughes Technical Center; and the Mike Monroney Aeronautical Center.

7. Background. Numerous airports within the National Airspace System are uncontrolled, and many of those that have an airport traffic control tower are only operational on a part-time basis. The Aeronautical Information Manual advises pilots operating under IFR arriving at uncontrolled airports and unable to cancel their IFR flight plan with a functioning flight service station must cancel this service with ATC while airborne or on the ground after landing. Once cancellation is received, the affected airspace may then be released for IFR use by additional aircraft.

Many ATC facilities use this procedure regularly, but there is no official phraseology specified in FAA Order JO 7110.65 for controller use when requesting pilots to report IFR cancellation or to properly acknowledge the receipt of an IFR cancellation. Controller opinions and facility procedures vary on what is considered a proper advisory and appropriate acknowledgement. A universal response for both situations using prescribed phraseology in Chapter 4 of FAA Order JO 7110.65 eliminates the confusion of this procedure and enhances pilot confidence of an ATC acknowledgement.



Elizabeth L. Ray
Vice President, Mission Support Services
Air Traffic Organization

June 28, 2011
Date Signed