

International Virtual Aviation Organisation Special Operations Instruction No 3

Creating a Divisional SO Order

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Special Operations Department
International Virtual Aviation Organisation

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Introduction

This Instruction covers the administrative requirements and procedures for creating and updating a Divisional SO order. A Divisional SO Order is a division extension to the SO regulations and is of a standardised format.

Structure

SO orders shall be made using one of the two templates below;

- Google doc-
- Microsoft word-

Orders shall contain the sections as described below, more detail in section 3.

- Division Name
- Mandatory SO rules and regulations
- Segregated areas
- SO ATC positions
- SO controlling manual
- Approved individuals
- Approved SOG's
- LOA's
- Links to additional information

Orders shall be clean in formatting and not have any blank pages.

Sections

Division Name

The division's official name

1. Mandatory SO rules and regulations

This section shall only contain rules and procedures relating to special operations in the division. This section shall not repeat any standard regulation or procedures that either relate to all traffic or is already stated in IVAO regulations (Including SO).

Examples things not to include:

Transponder settings

Pressure settings

GAT and OAT definitions

Call Signs

Common speed restrictions

Examples of what Maybe included:

Supersonic flight rules

Low-level rules

SO specific rules

SO specific procedures

2. Segregated areas

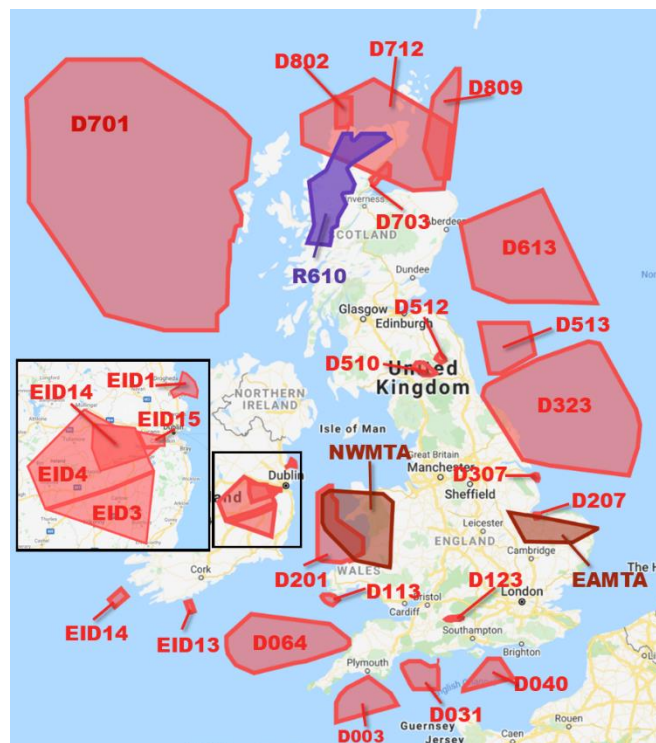
This section shall contain segregated airspace that may be used by SO pilots to perform dangerous activities as per SO reg 4. These areas shall if possible, be based off real airspace structure where possible. But with this said consideration shall be made to the limitations of IVAO and its systems. For more detailed information regarding airspace creation please refer to SOI 4.

Example:

Area Type, Activity, and Identification	Conditions of use	Lateral limits	Vertical limits	Activation details
Danger Area D003 Plymouth	Reserved and designated for exclusive use by SO flights only	500103N0032910W-494653N0031655W-492745N0050000W-495124N0050000W-500000N0045430W-500726N0044228W-501904N0040633W-500103N0032910W	FL550 SFC	MON-SUN 1200z-2300z (& ATC Activation)
Danger Area D40 Portsmouth	Reserved and designated for exclusive use by SO flights only	500000N0014301W-500620N0014207W-503700N0010211W-503700N0003938W-501347N0001511W-5000N00032W-500000N0014301W	FL550 SFC	By NOTAM (on email request at least 48 hours in advance from IVAO Users)

Bellow the table shall be a image(s) showing the general location of each area, this shall be annotated with the name of each area and allow for pilots to have a understanding of the general location of the areas. These images are not to be overly complicated or to vague in their location. In some cases, a link to a suitable website may be provided instead but this is at the discretion of SOHQ.

Example:



3. SO ATC Position

This section shall contain a list of all military and other SO air traffic units that primarily handle SO traffic. ATC units that are civil but handle military airframes or use standard procedures/phraseology shall not be included.

All active SO divisional departments are expected to include at least 1 ATC position.

Divisions that have a high amount of positions shall only add there Military area controllers and provide a link to another document containing the rest of the positions.

The table below shall be used, and all columns must be filled in as per the below example,

ID	Call Sign	Frequency	FRA	GCA	Notes
EGXC_TWR	Coningsby Tower	124.675	AS3	YES	None
EGXC_GND	Coningsby Ground	121.725	AS2	NO	Events Only

4. SO controlling manual

This section shall contain a link to either a PDF manual or webpage that includes the specific procedures for military/SO controllers in your division. Examples of the type of information that could be included:

- Types of facilities (units) established and kinds of services provided.
- Procedures for military ATC within your division
- Divisional training programs for Military ATC units, if provided.

If no controller manual has been created yet the text "**Under Development**" shall be used.

5. Approved individuals

This section shall contain the list of IVAO members VID's that have been given the authority to conduct SO within the division. No restriction shall be placed on these IVAO users and denying requests shall have a valid reason. This list must be in text and cannot be provided in any other format.

If no IVAO users have approval, the text "**None**" shall be used.

If the division wishes to forgo the requirement for users to get approval the following text shall be used in this section "**Approval Not Required For Individuals In this Division**".

6. Approved SOG's

This section shall contain a list of approved IVAO SOG's that have been given the authority to conduct SO operations within your division as per 5.5. Any restriction imposed shall also be noted in this section.

This list must be in text and cannot be provided in any other format.

If no SOG's have approval, the text "**None**" shall be used.

If the division wishes to forgo the requirement for SOG's to get approval the following text shall be used in this section "**Approval Not Required For SOG'S In this Division**".

7. Letters Of agreements

This section shall contain a list of the tiles of all LOA's that have been established with the division, also providing links to said LOA's.

LOA's are not your division's procedures as it was pre-2020, but are detailed documents describing a specific procedure or agreement between one or more parties.

If no LOA's have been established, the text "**None**" shall be used.

8. Links to additional information

This section can contain a list of links to documents or web pages additional information you believe are crucial for IVAO users to conduct SO within your division. But the number of links shall be kept to the minimum. These documents and webpages do not have to be IVAO resources but must be relevant to your division and SO.

If no links are mentioned the text "**None**" shall be used

--Annex 1 SO Order Example--



This document constitutes divisional Special Operations Order as defined by Chapter 10 of IVAO Special Operations Regulations; compliance with this divisional SO Order is mandatory when operating within the concerned division. Refer to SO Regulations available at <http://sod.ivao.aero/regulations>

Divisional Special Operations Order for

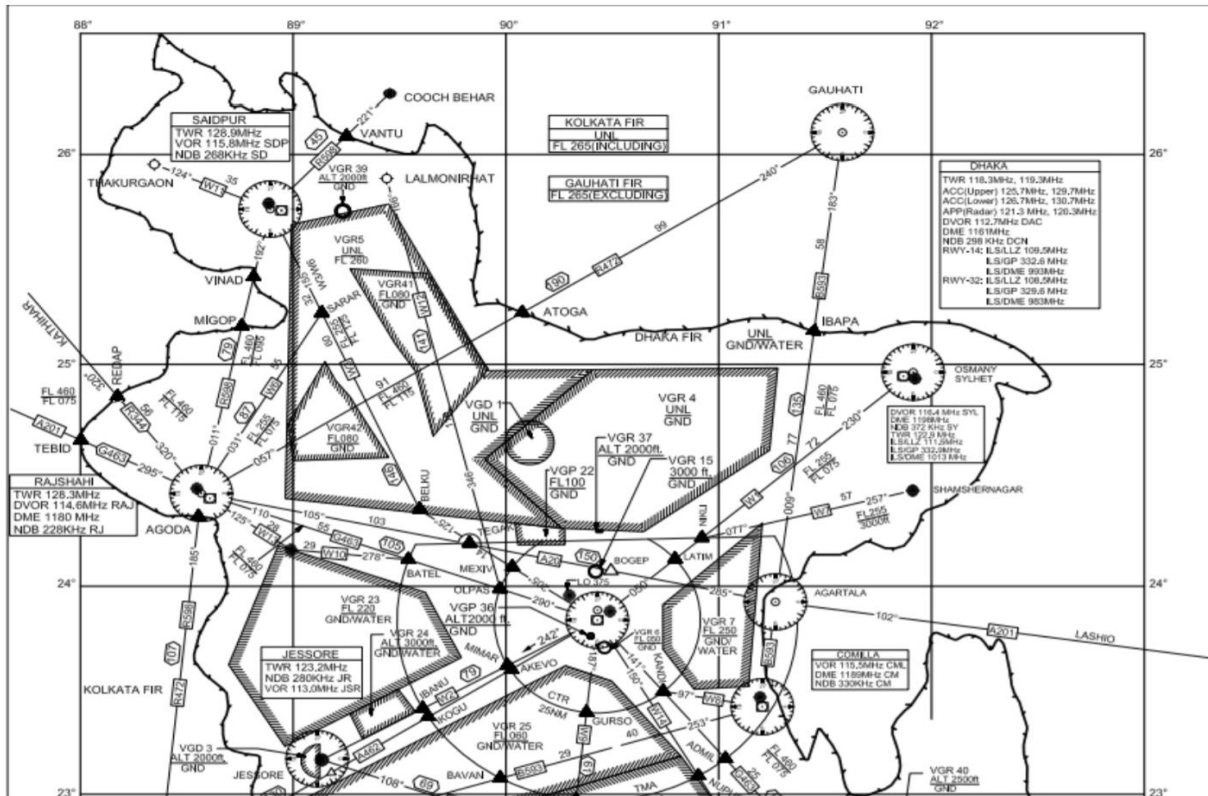
Bangladesh Division (sample only, not actual divisional SO Order)

Item 1. Operational restrictions and mandatory procedures for Special Operations flights

None

Item 2. Special Areas for use by SO flights

Area type, Activity and identification	Conditions of use	Lateral limits	Vertical limits	Activation details
Restricted area VGR4	Reserved and designated for exclusive use by SO flights only	241302N0903850E-243802N0911149E-250002N0911449E-250002N0902150E-243802N0895350E-241502N0901450E-241302N0903850E	UNL GND	Permanently active
Restricted area VGP22	Reserved and designated for exclusive use by SO flights only	242032N0900250E-242032N0901320E-241032N0901320E-241032N0900250E-242032N0900250E	FL100 SFC	MON-SUN 1500-2100z ATC activatable
Restricted area VGR42	Reserved and designated for exclusive use by SO flights only	245800N0890900E-245200N0891200E-244700N0891600E-244000N0892000E-242800N0892700E-242700N0890000E-243830N0885830E-245800N0890900E	FL080- 5000ft	By NOTAM (on email request at least 48 hours in advance from IVAO users)



Item 3. Controlling military units and other SO units other than civil ATS

ID	Call Sign	Frequency	FRA	GCA	Notes
VGZR_MIL_APP	Shahjalal military	118.400	AS3	YES	None
VGFR_MIL_CTR	Dhaka military	120.100	ADC	YES	None

Item 4. Divisional manual on controlling military units and other SO units

Under Development

Item 5. IVAO members registered elsewhere authorised to perform SO flights

999777, 777999, 222111

Note. It is permissible for IVAO members to perform SO flights that constitute participation in international SO events, international SO tours, or divisional SO tours without authorisation of any division.



Item 6. SOGs registered elsewhere authorised to perform SO flights

Bhutan SOG, humanitarian SAR operations only

Note. It is permissible for SOGs to perform SO flights that constitute participation in international SO events, international SO tours, or divisional SO tours without authorisation of any division.

Item 7. SO—related Letters of Agreements

None

Item 8. Links to additional information

None

— END OF DIVISIONAL SO ORDER —