



Federal Aviation
Administration



Facility Orientation Guide

Detroit ATCT/TRACON





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Welcome Letter

Dear New Employee,

Welcome to Detroit! We are glad to have you as part of our air traffic control team. While at Detroit, you will have the opportunity to develop your skills while working with an outstanding team of dedicated professionals. Your knowledge and abilities, combined with a positive attitude and a sincere desire to improve, will make you a highly regarded addition at this facility.

All of us want to make your tenure at Detroit as enjoyable and rewarding as possible. Please feel free to ask questions and express your thoughts and ideas to the staff and members of your training team. Our aim is to create an informal atmosphere and involve everyone in making this facility an excellent place to work.

I look forward to working with you and would like to welcome you again to our team!

A handwritten signature in black ink that reads "Joseph Figliuolo III".

Joseph Figliuolo III
Manager



Detroit ATCT/TRACON Today

The Detroit Metropolitan Wayne County Airport (DTW) is the 10th busiest airport in North America and the 19th busiest in the world.

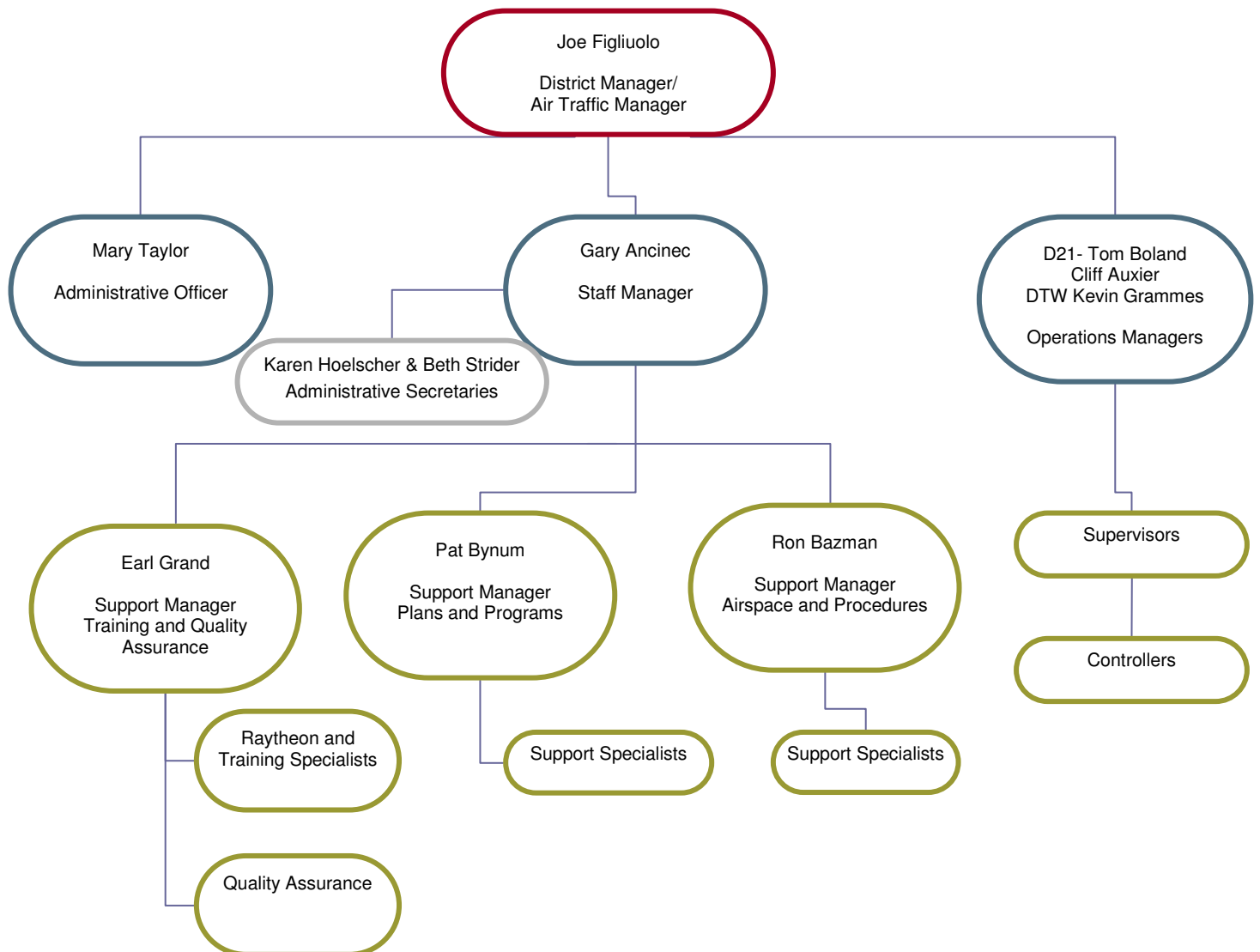
In 2001, Wayne County and the FAA dedicated the new 10,000 foot, \$225 million runway; 4L/22R on December 11. DTW was the only major U.S. airport to open a new runway in 2001.

The new \$1.2 billion, state-of-the-art Edward H. McNamara Terminal/ Northwest WorldGateway was completed in February of 2002. The new terminal offers more than 80 shops and restaurants, an indoor tram that travels from each end of the mile-long facility in less than three minutes, international and domestic flights in the same facility, and an 11,500 space covered parking garage. The \$85.1 million Westin Detroit Metropolitan Airport hotel, located inside the terminal, opened in December of 2002. Scheduled to open in September of 2008 is the new North Terminal which will replace the Smith and Berry terminals. There will be 24 jet gates and in 2009 an additional two jumbo jet gates will be added

The control tower is 12 stories tall with an additional two story building at the base which holds the TRACON staff and administration. In January 2008, there were a total of 43 tower controllers, and 58 TRACON controllers.



Detroit ATCT/TRACON and Management Organizational Chart





Detroit Metro Airport Leadership Team

Joseph Figliuolo, Air Traffic Manager, Detroit ATCT/TRACON

Joseph Figliuolo III began his FAA career as an air traffic assistant in New York Center in February 1985. In December of 1985, Joe went to Philadelphia Flight Service Station as an air traffic control specialist. Joe moved to New York AFSS to become their Quality Assurance and Training Specialist in April of 1987.

Joe joined the FAA Management ranks in August of 1990 as an Area Supervisor at New York AFSS. In December of 1990, Joe was promoted to the Assistant Manager for Programs and Training at Elkins, WV, AFSS. In October of 1993, Joe began a stint as a Requirements and Planning Specialist in the Eastern Regional Office. Joe moved to a Resource Specialist position in the Eastern Regional Office in November of 1996. In April of 1999, Joe was promoted to the Branch Supervisor of the resource Management Branch at the regional office.



Joe moved to the midwest in April of 2000 when he became the manager of the Kankakee, Illinois Automated Flight Service Station. In August, 2001, Joe served as the manager of the Resource Management Branch at the Great Lakes Regional Office. Joe returned to Kankakee AFSS as manager in January of 2002.

Joe came to Detroit as the assistant manager in August of 2002. In January of 2005, Joe was named District Manager of the Motown District.

Joe is a graduate of the State University of New York with a degree in computer science. Joe enjoys spending time with his family, exercising, and reading.



Gary Ancinec, Staff Manager, Detroit ATCT/TRACON

Gary Ancinec began his FAA career in December of 1989 as a developmental at Fort Wayne Tower. Gary worked there as a controller and then the Quality Assurance and Training Specialist until January of 1995. Gary went to Cleveland Hopkins Tower as a controller and served there until May of 2000. In May of 2000, Gary went to Mansfield Tower and served as an acting supervisor until December of 2000.

Gary moved to Saginaw Tower and served as a supervisor until January of 2005. In January of 2005, he became the air traffic manager at Saginaw. In January of 2008, he came to Detroit as the Acting Staff Manager



Gary is a native of Hamtramck, MI., and graduated from Indiana Purdue University at Fort Wayne with a degree in Organizational Leadership. Gary is married and has two children. He is a rabid University of Michigan fan and enjoys reading, spending time outdoors, and serving as a volunteer firefighter/medical first responder for Tittabawassee Township.



Our Expectations of All Employees

Detroit ATCT/TRACON leadership team expects all employees to:

- Come to work, be on time
- Be prepared – mentally and physically
- Understand leave policy and manage your leave appropriately
- Be cooperative and professional
- Treat people with respect and dignity
- Take initiative
- Be accountable
- Lead by example – be a good role model
- Do not tolerate or engage in any form of harassment or discrimination
- Actively participate in training
- Know your airspace and systems, know your equipment
- Use prescribed phraseology/correct facility and equipment names
- Follow rules and procedures
- Be open to feedback – provide honest information
- Be an effective team member



Policies

Reporting for Duty

Initially, you will be reporting to the training department. Mr. Earl Grand is the Support Manager for training and you will be meeting with him.

Hours of Duty

While in classroom/training, hours of duty are from 8:00 am to 4:30 pm. After classroom/training is completed, your supervisor will brief you on specific policies and new hours of duty.

Parking

Federal employees park in the basement level of the covered parking structure adjacent to the terminal. A permit card is required for entry and will be issued by the facility.

Security

Security in the terminal is maintained by the local law enforcement. Security while in the facility is maintained by FAA guards. Security training will be conducted while in classroom.

FAA ID Cards

For new employees FAA identification cards will be issued upon arrival to the facility.

Guests and Visitors

Homeland Security threat levels determine whether visitors are allowed or not. If visitors are allowed, they must be cleared through management.

Cell Phones

Cell phones are not allowed in the operations quarters, but are allowed in other areas of the facility.



Local Area Information

Detroit Profile

*Motor City. Motown.
Hockeytown.*

Detroit is referred to all of these names interchangeably. Detroit is a city built by cars and is the automotive capital of the world. In 1960, Detroit



Berry Gordy was searching for a name for his record company and combined motor and town to come up with Motown Records. Young Detroit talent turning out hit after hit gave Detroit its famous nickname of Motown. Hockeytown represents the avid fans of the Detroit Red Wings.

In 2007, Detroit was ranked as the 11th largest city with 918,849 residents. Sometimes Detroit is referred to as the Detroit Metro Area, which includes the surrounding cities and has a population of 4,468,966 people.

There's a new buzz about Detroit. Each day, more and more people visit the new shops and restaurants, go to the theaters and bars, and pack into crowded music



venues. Music is a huge part of the Detroit culture and can be seen just about anywhere. The Detroit Metro area boasts two of the top live music venues in the United States, The Palace of Auburn Hills, and DTE Energy Music Theatre. Major theaters in the area include the Fox Theatre, The Music Hall, the Gem Theatre, Masonic Temple Theatre, the Detroit Opera House, and the Fisher Theatre. Detroit also hosts a variety of music events such as the Ford Detroit



International Jazz Festival, the Detroit Electronic Music Festival, the Motor City Music Conference (MC2), the Urban Organic Music Conference, the Concert of Colors, and the hip-hop Summer Jamz festival.

The casinos in Detroit add to the vibe, providing another entertainment option, only this one is open every day around the clock, making anytime of day perfect for a visit. Motor City is a 70,000 square foot, four floor casino that embraces the automotive side of Detroit and offers hundreds of tables and over 2,400 slots. The new MGM Grand Detroit is a luxurious hotel casino that boasts over 100,000 square feet of gaming space and some great restaurants like the signature Wolfgang Puck Grille. Greektown Casino is nestled into the corner of Greektown and offers any game you like to play, as well as great food to go along. It's location is the key because it is only minutes away from Comerica Park, Ford Field and the theatre district.



There are many prominent museums in the city including the Detroit Institute of Arts, the Detroit Historical Museum, Charles H. Wright Museum of African American History, the Detroit Science Center, and the main branch of the Detroit Public Library. Important history of Detroit and the surrounding areas can be seen at The Henry Ford museum, the nation's largest indoor-outdoor museum. Other attractions to the city are; The Eastern Market, which is a farmer's distribution center and also the largest open-air flowerbed market in the United States boasting more than 150 foods and specialty businesses, The Detroit Zoo, and the Anna Scripps Whitcomb Conservatory on Belle Isle.

Sporting and Special Events

Detroit boasts professional teams in major sports, including basketball; Detroit Pistons and Detroit Shock, football; Detroit Lions, hockey; Detroit Red Wings, and baseball; Detroit Tigers. There are three major sports venues in the city; Comerica Park, Ford Field, and Joe Louis Arena. The Pistons and The Shock play in Auburn Hills at The Palace.





Restaurants of Note

Wheat & Rye - 7000 Merriman Rd, Romulus, MI 48174
(734) 729-0044

The Wheat & Rye is a favorite of some employee because of their enormous sandwiches and burgers, not only are they big, but they are delicious and are very well priced.

Leonardo's Pizzeria & Restaurant - 7575 Merriman Rd,
Romulus, MI 48174, (734) 326-2560

An Italian restaurant known by locals for its good service, Leonardo's offers a nice atmosphere and great pizza and breadsticks.



Fishbone's Rhythm Kitchen Café - 400 Monroe St, Detroit, MI 48226,
(313) 965-4600 <http://www.fishbonesusa.com/>

Fishbone's is casual dining with a formal ambiance; you can go there with a date or take your kids. They have authentic food including Cajun catfish, snapper, crawfish, alligator and caviar shipped directly from Louisiana. Fishbone's a loud, happy, and soulful place to get some great food and hang out.



Online Resources

Local Area Resources

<http://www.visitdetroit.com/>

<http://www.ci.detroit.mi.us/default.htm>

Community Volunteering

<http://www.volunteermatch.org/bymasa/m2160/c/opp1.html>

Chamber of Commerce

<http://www.detroitchamber.com/main/index.asp>

Housing and Relocating Assistance

www.rent.com

<http://detroit.yahoo.idx.pruambassador.com/>

Local News

<http://www.detnews.com/apps/pbcs.dll/frontpage>

<http://www.clickondetroit.com/index.html>

www.freep.com

Detroit Public Schools

<http://www.detroit.k12.mi.us/>

<http://www.schoolsk-12.com/Michigan/Detroit/index.html>



Local Sports Teams

Baseball: Detroit Tigers

http://detroit.tigers.mlb.com/index.jsp?c_id=det

Basketball: Detroit Pistons

<http://www.nba.com/pistons/>

Detroit Shock

http://www.wnba.com/shock/index_main.html

Football: Detroit Lions

<http://www.detroitlions.com/>

Hockey: Detroit Red Wings

<http://redwings.nhl.com/>

Sports Leagues

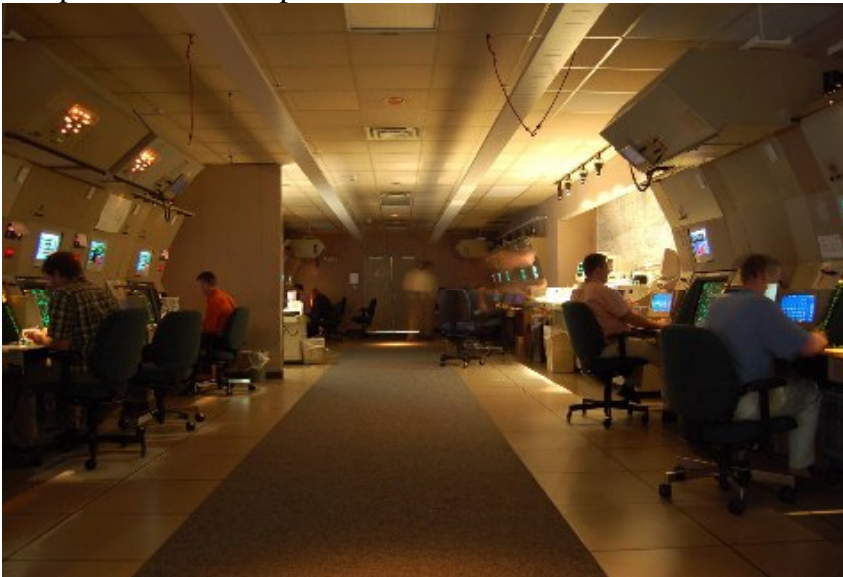
<http://www.joedumarsfieldhouse.com/>

<http://www.detroitssportsclub.com/dsc/default.asp?siteID=0>



Detroit ATCT/TRACON and Airport Area Map

The pictures below represent D21 TRACON control room and the DTW ATC Tower.





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Photos of the Airport

Below is a selection of photos of runways, facilities and a main airport terminal of Detroit Metro Airport.





Here is a map of the runway locations:





A picture of the connector tunnel to concourse B and C:



A picture of the new terminal and tram:





Detroit ATCT/TRACON Directory

The following list provides the most commonly used phone numbers within the Detroit ATCT/TRACON facility:

>> Front Desk	(734) 955-5000
>> Staff Manager's Office	(734) 955-5004
>> Training Department	(734) 955-5005
>> Facility Fax	(734) 955-5289



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