



Federal Aviation
Administration

Guam ARTCC

1775 Admiral Sherman Boulevard
Barrigada, Guam 96913

“Where America’s Day Begins”





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Welcome to Guam!

Dear New Employee,

Hafa Adai!

That's Guam's version of "Aloha", a traditional warm island greeting that is exchanged between fellow islanders, whether strangers, friends, or close family members.

As the Air Traffic Manager for the Guam Air Route Traffic Control Center (ZUA), I want to be the first to welcome you to our facility and the exciting and exotic island of Guam. You are about to undertake a very unique experience, not only in expanding your Air Traffic Control career but with the opportunity of living and working on one of the most beautiful islands in the world with an intriguing history and diverse culture that will surely enrich your life.

I undoubtedly speak for all of the members of the ZUA team that we are just as excited as you are about getting to know you and making your transition to island living and beginning the challenging but rewarding journey in training for your newly chosen profession. You will soon find out that you will be working with an outstanding team of professionals that help make us a great place to work and develop your skills. Your knowledge, skills, abilities, and attitude will make you a highly valued addition to our team, and I am confident you will make a positive impact on our future.

All of us want to make your tenure at this facility as enjoyable and rewarding as possible. Please feel free to ask any questions and express your thoughts, concerns, and ideas to any member of my staff. Our aim is to create an informal atmosphere and involve everyone in the process of making this facility an exceptional place to work.

We all look forward to meeting you and wish you nothing but the best for the future.

Sincerely,

Charles "Tim" Cornelison
Air Traffic Manager



Guam ARTCC Information

Our new facility which is located on the eastern tarmac at the Guam International Airport was commissioned in July, 2006 and houses Air Traffic Operations, Technical Operations, and Automation Support. Prior to our relocation, the Guam ARTCC was located on Andersen Air Force Base at the north end of the island where it evolved from an exclusive non-radar facility to a fully functional combined center and terminal radar approach control with state-of-the art equipment.

Guam ARTCC is one of 22 En Route facilities that serves an area comprised of nearly 200,000 square miles of airspace. Our control area, which is part of the Oakland ARTCC Flight Information Region, is essentially a 250 nautical mile circle with Guam at its center and is predicated on the radar coverage available from one of our radar sites on the northern tip of Guam. Besides providing air traffic services for Guam, our facility's airspace also encompasses the Northern Mariana Islands of Rota, Saipan, and Tinian. Our facility supports approximately 250,000 aircraft operations each year, which not only includes civilian air traffic but a considerable amount of military aircraft. In fact, our facility is unique in that it supports a number of large-scale military exercises and special training missions which truly make this facility an especially challenging and exciting place to work.

Here at Guam ARTCC, you will often here that "we use every rule in the book", which is not just an empty gesture. Because of our operational configuration, radar limitations, and other factors we not only utilize standard radar procedures, but terminal and oceanic non-radar procedures as well. One of the distinguishing characteristics of becoming certified here is that your background and experience from working in this unique facility will prepare you for other larger and more complex facilities if that is where your career goals will take you.



The Island of Guam

Guam is a tropical island located in the western Pacific Ocean. It has a land area of approximately 225 square miles, and is the largest island in Micronesia. It stretches in a north/south axis for 32 miles from the rugged northern cliff of Ritidian Point to the peaceful village of Merizo in the south. Its tropical climate is warm and humid. Temperatures range from 70 to 90 with a mean annual temperature of 81. The island finds relief in trade winds during the dry season, December through April. May and June are the hottest months, and most of the rain falls from July to September with an average yearly precipitation of 70 inches. Guam is a Territory of the United States and its people are U.S. citizens. The island is represented in the U.S. Congress by one non-voting delegate. At present, the total population of Guam is approximately 170,000. Guam has public elementary and secondary schools as well as parochial and private schools. Employment opportunities do exist, but they are mostly in the service sector.





For a more detailed and informative history on Guam, we suggest you visit the following Wikipedia website:

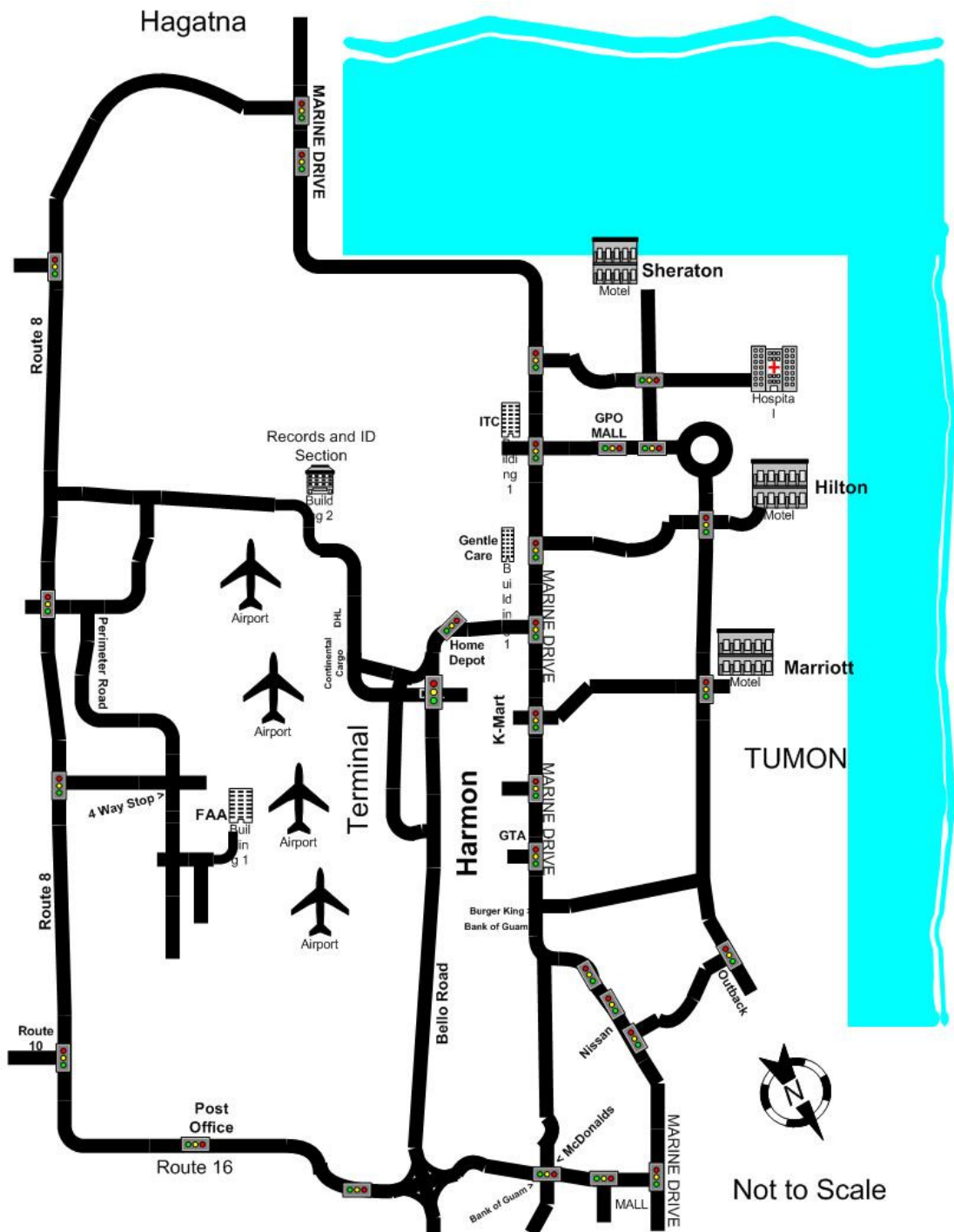
<http://en.wikipedia.org/wiki/Guam>





Google Map of Guam ARTCC







Our Expectations of All Employees

As a Federal employee and a member of the FAA, it is vital that you realize you represent -both professionally and privately- an organization that is larger than yourself with an immense responsibility to the flying public. Consequently, you are expected to comply with a higher set of ethical standards than may otherwise be required of other professions.

Here at Guam ARTCC, we expect all of our employees to abide by the following standards of conduct:

- Come to work when scheduled –on time!
- Be prepared to work –both physically and mentally.
- Understand local policies and procedures, especially those involving facility security issues, personnel requirements, and safety practices. If you don't know – *ask someone.*
- Be cooperative and professional.
- Treat people with dignity and respect.
- Show initiative.
- Be accountable.
- Lead –and follow, by being a good role model.
- Do NOT tolerate or engage in any form of harassment or discrimination.
- Actively participate in training.
- Know what is expected of you.
- Follow all rules and procedures as designed or written.
- Be open to feedback, and provide feedback when asked.
- Be honest.
- Be an effective team member.
- Have fun and enjoy your work.



Facility Policies

Reporting for Duty

Your first day of duty at Guam ARTCC will start on a pre-coordinated business day of the week (depending on when you graduated from the Academy and an allowance for travel time to Guam) and will begin at 8:00 AM. On your first day, you will need to check-in at the Guard house at the entrance to the facility to obtain a temporary facility identification and access card. From there, you will be escorted to the Air Traffic Operations training department to meet the training staff.

Training Hours of Duty

For your initial classroom/simulation training, Monday-Friday, 8:00 AM to 4:30 PM, except for Federal holidays.

Parking

There is ample, secure parking at Guam ARTCC. You will need to obtain a vehicle pass –either temporary or permanent- on your first duty day from the Guard House.

Security

An FAA ID badge must be worn at all times above the waist while on the grounds of Guam ARTCC. You will be given a temporary badge on your first day of work.

Guests and Visitors

Visitors to Guam ARTCC must be approved by facility management at least 24 hours in advance of their expected visitation. If you anticipate bringing visitors to the facility, please see your first-level supervisor.

Electronic Devices

All cellular phones, iPods, PDAs, and other electronic devices shall be turned off while in the operational quarters including the training areas.



Local Area Information

Below are some useful links to help better familiarize you with Guam and the FAA.

FAA websites

<http://www.faa.gov>

<http://employeeexpress.gov>

Guam Interest

<http://www.guam.gov>

<http://www.guamconnection.com>

<http://www.visitguam.org>

Local Media

<http://www.guampdn.com>

<http://www.kuam.com>

<http://www.pacificnewscenter.com>

Educational Resources

<http://www.uog.edu>

<http://www.guamcc.edu>

Housing Resources

<http://rentals.classifieds1000.com/Guam>



Guam ARTCC Phone Directory

The following list of telephone numbers provides the most commonly used phone numbers within the Guam ARTCC.

Air Traffic Manager	(671) 473-1201
Operations Room (24-hour)	(671) 473-1210
Administration	(671) 473-1200
Training Department	(671) 473-1231
Training Administrator	(671) 473-1234
Guard House	(671) 473-1299
Facility FAX	(671) 473-1212

WELCOME ABOARD!