

# Letter of Agreement

Virtual Hong Kong Government Flying Service (vHKGFS) & VATSIM Hong Kong (HKvACC)

## 1 Outline

### 1.1 Purpose

This Letter of Agreement (LOA) outlines the standard operating procedures and policies to be utilized by the Virtual Hong Kong Government Flying Service (vHKGFS) and VATSIM Hong Kong (HKvACC).

### 1.2 Introduction

Organizations that are members of the VATSIM Special Operations Administration (VSOA) hold approval to conduct operations listed in the VATSIM Code of Conduct (CoC) Section A13. This agreement outlines the procedures and operations to allow VSOs to conduct these activities within HK FIR.

### 1.3 Establishes

- Method for identification of vHKGFS pilots on the network.
- Provision of Special Handling Statuses for vHKGFS aircraft.
- Provision of callsigns for vHKGFS aircraft.
- Provision of dedicated frequencies for VSO operational use.
- Provision of non-standard flights conducted by vHKGFS pilots.

### 1.4 Activation

This LOA will be considered current and active as of the date of signing below.

### 1.5 Revision

vHKGFS and VATSIM Hong Kong shall endeavor to review this document bi-annually to ensure its continued relevance.

### 1.6 Policies

Neither party may unilaterally dictate or seek to alter the other party's policies and guidelines set forth within their respective charters. Additions, modifications, and deletions to this LOA must be made per mutual agreement by both vHKGFS and VATSIM Hong Kong.

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## 2 Identification of vHKGFS Pilots

It is crucial to differentiate vHKGFS pilots from non-vHKGFS pilots, as non-vHKGFS pilots are not permitted to conduct VSO activities in accordance with CoC A13 and the VSO PPM.

vHKGFS will use the following in their flight plan remarks:

**RMK/VHKGFS.ORG VSOA (vHKGFS ID)**

## 2.1 Special Handling Statuses

The following lists all special statuses under which vHKGFS operates.

### STS/MEDEVAC

- MEDEVAC is short for “Medical Evacuation,” meaning a life-critical medical flight. Patients must be transported as soon as possible to save their life.

### STS/HOSP

- HOSP is short for “Hospital,” meaning a medical flight. The passengers may be unwell but their condition is not life-threatening. ATC should endeavor not to delay these aircraft if possible. Transplant organ transport flights also fall within this category.
- It is possible to upgrade to MEDEVAC status if patient conditions become critical. Pilots should immediately inform ATC to receive higher priority.

### STS/SAR

- SAR is short for “Search and Rescue,” meaning a flight to locate missing persons, aircraft, boats, or ships. The specific location is not known, and the aircraft will fly a search pattern in the predicted area.
- ATC will give priority to and avoid delaying SAR traffic to reduce the time taken to find persons in distress and conduct rescue operations.

### STS/FFR

- FFR is short for “Fighting Fire,” meaning a mission to extinguish fire, whether natural or human-caused. ATC can expect that aircraft may need to proceed to a water source (lake, dam, or reservoir) to refill water tanks before proceeding to the firefighting area.
- The pilot should inform ATC of the firefighting area and radius so that ATC can clear the pilot to the area and keep other traffic clear.
- ATC will grant FFR traffic freedom within the firefighting area so that pilots can focus on determining the best approach angle based on the situation without concern for ATC communications. ATC may provide traffic information if other FFR aircraft are approaching the area.

### STS/HUM

- HUM stands for “Humanitarian,” which includes flights supplying food or medical supplies for humanitarian purposes or transporting supplies for disaster relief efforts. ATC should endeavor to avoid delaying these aircraft, as increased flight costs reduce the amount of humanitarian assistance that can be provided with available funds. Other life-critical flight statuses retain priority over HUM flights.

### STS/HEAD

- A flight with Head of State status.

### STS/STATE

- A flight engaged in customs or police services.

STS/ Reason for special handling by ATS, e.g. a search and rescue mission, as follows:

ALTRV:	for a flight operated in accordance with an altitude reservation;
ATFMX:	for a flight approved for exemption from ATFM measures by the appropriate ATS authority;
FFR:	fire-fighting;
FLTCK:	flight check for calibration of nav aids;
HAZMAT:	for a flight carrying hazardous material;
HEAD:	a flight with Head of State status;
HOSP:	for a medical flight declared by medical authorities;
HUM:	for a flight operating on a humanitarian mission;
MARSA:	for a flight for which a military entity assumes responsibility for separation of military aircraft;
MEDEVAC:	for a life critical medical emergency evacuation;
NONRVSM:	for a non-RVSM capable flight intending to operate in RVSM airspace;
SAR:	for a flight engaged in a search and rescue mission; and
STATE:	for a flight engaged in military, customs or police services.

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Other reasons for special handling by ATS shall be denoted under the designator RMK/.

Reference: ICAO Doc 4444

## 2.2 Callsigns

All flights operating under vHKGFS shall use one of the following callsigns.

*Note: Replace XX with your assigned ID number.*

Callsign	Usage	RTF	Aircraft
HELIXX	General helicopter operations	HELI	All helicopters
CLXX	General Challenger operations	CHALLENGER	CL60
CIXX	General Citation operations	CITATION	C25C, C750
DAXX	General Diamond operations	DIAMOND	DA42, DA62
RESQXX	Search and Rescue	RESCUE	—
CASVXX	Casualty Evacuation	CASEVAC	—
HKGXX	VIP Transport	HONG KONG GOVERNMENT	—

### 3 Non-Standard Flights

#### 3.1 Fixed-Wing VFR Training

As per the [VSOD PPM](#), vHKGFS is required to include VFR training. The predefined route for the Fixed-Wing VFR training flight shall follow:

- 07s Flight Plan: **ATZ NLE TPZ MWC GRI ELC PTO PSH TOL PSH PTO SOK WLC ATZ**
- 25s Flight Plan: **ATZ WLC SOK PTO PSH TOL PSH PTO ELC GRI MWC TPZ NLE ATZ**

#### 3.2 Rotary VFR Training

The predefined route for the Rotary VFR training flight shall follow:

- Flight Plan: **GFS SIL HLC GRI HBR WAN KTK ESP PSH TOL STP SCU GRI CCC FAN WLC SSK GFS**

#### 3.3 Rotary IFR Training

As per the [VSOD PPM](#), vHKGFS is required to include IFR training. The predefined route for the Helicopter IFR training flight shall follow this format:

- SID - ILS Approach into a standard missed - Vectors for the ILS Approach again then into a visual break off for TCP - recover via TCP to GFS
- Example flight plan: **PECAN ILS VFR TCP GFS**

#### 3.4 Alterations to Non-Standard Flights

Any proposed alterations to the predefined routes or procedures outlined in this section must be submitted to the vACC for review and approval prior to implementation. This includes, but is not limited to, changes to route structure, waypoint sequencing, and approach procedures. No modifications shall be considered finalized until formal approval has been granted by the vACC.

## 4 Frequency Allocations

The following frequencies shall be delegated to vHKGFS and surrounding VSOAs shall be:

- Used for operational purposes only.
- Used by VSO members only.

Frequency	Purpose
123.600	Shek Kong Radio
131.200	GFS Company Frequency (Only for vHKGFS)

Should reallocation of the notified frequencies be required, VATSIM Hong Kong will provide a minimum of twenty-eight (28) days' notice to vHKGFS. This notification will include the appropriate replacement VHF frequency and date of applicability.

**Date:** 26/02/2026

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## Revision Record

Revision	Date	Description of Change
1.0	26/02/2026	Initial Draft