vatsim uk

virtual air traffic simulation network | united kingdom

VATSIM UK Training Syllabus

Mentor guidelines for ATC Training within the UK

Version 1.0 - Effective 22 December 2009 – NOT FOR REAL WORLD USE

OBS to S1 (GND and DEL)

The rating of S1 permits a controller to provide a service at all non-major DEL and GND positions within their RTS. Before an S1 rating is issued to a controller, there are key competencies that must be met;

- Setup and configuration of controlling client and connecting to the network
- Use of controlling client
- Use of correct phraseology
- Understanding and use of coordination
- Understanding of different flight rules, and flight plans associated with them
- Issuing of clearances to aircraft under various flight rules
- Taxi instructions
- Limitations of control

To test for these competencies a two-part test is used. The OBS Part 1 is a written theory test performed on the RTS system. The results and/or number of re-takes of this test have no bearing upon later progression.

The second part is the OBS Part 2. This is where local mentors for an RTS come into play. The second part does not have to be a single session, and sessions should continue until the competencies detailed below are met. The sessions should not be seen as an "exam", instead they are a chance for mentoring and progression - the aim of the mentor should be to nurture the student to reach the standards required.

There is a standard "OBS to S1" tick sheet that has the following points. The ticks should only be moved upward when the required competency is shown. Ticks should not be moved down unless there is a large change in the students controlling standard.

Setup and configuration of controlling client and connecting to the network

Before a student can control, they must be able to connect to the network with a VATSIM approved client, and be able to set their visibility range and voice channel.

Work Required	Unable to connect to the network with a VATSIM approved controlling client.
Satisfactory	Can connect to the VATSIM network with an approved client.
Good	Can connect to the VATSIM network with an approved client and with a suitable visibility range.
Test Standard	Can connect to the VATSIM network with an approved client, suitable visibility range and can set up and use a voice channel.

Use of controlling client

Correct use of the software is vital for the provision of ATC. Only the functions *required* for controlling should be marked in the tick sheet. Other features should be encouraged but are not mandatory for controlling.

Work Required	Unable or unwilling to use basic required functions of the client.
Satisfactory	Can provide a text controller ATIS that complies with VATSIM and VATSIM-UK requirements.
Good	In addition to the above can set temporary and cruise altitudes and assign squawk codes.
Test Standard	In addition to the above can locate adjacent controllers and find their active frequency, as well as send co-ordination messages.

Use of correct phraseology

To ensure that air traffic control instructions are understood fully and are not left to interpretation, standard radiotelephony is used within the UK. Individual details of correct R/T are outside the scope of this document, details can be found in the CAA Radiotelephony Manual (CAP 413). For the OBS Part 2 phraseology does *not* have to be perfect, but should be accurate and understandable and reasonably close to the standards in CAP413.

Work Required	No understanding of use of correct R/T.
Satisfactory	Can use correct R/T with lots of prompting. Transmissions are coherent and understandable.
Good	Able to give correct R/T with some prompting. Transmissions are accurate and understandable.
Test Standard	Ability to use mostly correct R/T with little prompting. Transmissions are accurate and easily understandable.

Understanding and use of coordination

ATC work as part of a team when providing a service, and as such coordination with other members of the team is essential if any change from the standard has to occur. There are various methods of coordinating with controllers and as many as possible should be at the disposal of new controllers.

Work Required	No understanding of the need for or methods of co-ordinating.
Satisfactory	Understands that coordination may be required. No understanding of how to carry this out.
Good	Can coordinate with other controllers using at least one method.
Test Standard	Understands when coordination is required and can coordinate using at least two methods.

Understanding of different flight rules, and flight plans associated with them

New controllers must be able to understand the difference between IFR/VFR/SVFR and understand common flight plan errors under these rules. They must be comfortable working with various kinds of flight plans and adept at spotting errors.

Work Required	Cannot find the flight rules being used in a VATSIM flight plan.
Satisfactory	Can find the flight rules being used in a flight plan, but is unable to understand the routing or cruise level.
Good	Can recognise routings and flight rules of various types, and identify cruising levels.
Test Standard	Has an understanding of valid routings for common routes and flight rules inclusive of cruise level when required.

Issuing of clearances to aircraft under various flight rules

This section refers to the issuing of clearances to VFR, SVFR and IFR aircraft and will vary with each position- the student must be able to issue these clearances without too much hesitation or worry.

Work Required	Unable to give clearances to pilots.
Satisfactory	Understands how to give a correct clearance, but has difficulty over the frequency.
Good	Able to issue correct clearances with some prompting.
Test Standard	Issue correct clearances with minimal prompting or hesitation.

Taxi instructions

As the Ground position will be the most likely position manned, it is important that students understand the requirements of taxiing aircraft at the aerodrome they are training at. Students must be able to issue reasonably expeditious taxi instructions, but are not *required* to use conditional clearances at this stage.

Work Required	No understanding of taxi clearances.
Satisfactory	Knowledge of taxiways at the aerodrome.
Good	Able to issue taxi instructions using correct taxiways.
Test Standard	Issues taxi instructions taking into account local restrictions and procedures.

Limitations of control

The provision of ATC by a ground controller is limited to certain areas. A solid understanding of these limits is essential for all controllers to understand, inclusive of handoff procedures with various levels of manning.

Work Required	Not aware of limits of control.
Satisfactory	Understands ground has no jurisdiction over the runways in use.
Good	In addition to the above, knows when and how to prompt pilots to contact them when within their limits of control.
Test Standard	In addition to the above, understands the top-down nature of VATSIM and can hand off correctly to adjacent controllers or Unicom as required.

All of the above requirements are required to be at test standard before an S1 rating can be issued to a controller. Upon meeting these requirements and gaining an S1 rating, mentoring may initially continue on a ground position to consolidate knowledge and help improve understanding of the ground requirements. If the RTSM/I or approved mentor feels that ground knowledge is sufficient, mentoring should begin on Tower after gaining the S1.

S1 Ground Training

The mentoring on a ground position will cover the following aspects;

- Taxi Instructions
- IFR Clearances
- VFR Clearances
- SID Knowledge
- R/T
- METAR/TAF Decoding
- Low Visibility Procedures
- Coordination

It is not required for a student to be test standard before moving onto Tower training. The mentor is expected to judge a student's ability, and when they will be capable of performing tower duties in addition to those they are currently performing without too much difficulty they should progress onto tower.

Taxi Instructions

There is more to issuing taxi instructions than covered in the earlier part of training. Controllers must be able to use taxi instructions in a manner that provides the maximum utilisation of the manoeuvring areas at an aerodrome.

Worked Required	Taxi instructions are not issued promptly, or local restrictions are not taken into account.
Satisfactory	Taxi instructions to individual aircraft are issued promptly and safely taking into account local restrictions.
Good	Ability to use conditional clearances to provide safe movement on the taxiways.
Test Standard	Prompt and clear instructions are given to all aircraft at all times, making use of conditional clearances to give the most effective use of the manoeuvring areas.

IFR Clearances

Controllers should be able to provide an IFR Clearance to an aircraft including appropriate after departure instructions (SID or Coordinated departure) and SSR Code.

Worked Required	Able to give departure instructions with some hesitation or prompting.
Satisfactory	Gives correct departure clearances and SSR code with minimal prompting.
Good	Able to give correct clearances and SSR codes with no prompting, but is not very fluent at issuing the instructions and requires more practice.
Test Standard	Prompt and clear instructions are given to all aircraft at all times, making use of gaps in R/T to give clearances rapidly without errors.

VFR Clearances

Controllers should be able to provide a VFR Clearance to an aircraft including appropriate after departure instructions (circuits or otherwise) and SSR Code if required.

Worked Required	Able to give departure instructions with some hesitation or prompting.
Satisfactory	Gives correct departure clearances and SSR code with minimal prompting.
Good	Able to give correct clearances and SSR codes with no prompting, but is not very fluent at issuing the instructions and requires more practice.
Test Standard	Prompt and clear instructions are given to all aircraft at all times, making use of gaps in R/T to give clearances rapidly without errors.

SID Knowledge

Controllers should show a clear understanding of the SID routings and requirements and who to hand aircraft off to after departure.

Worked Required	Demonstrates little understanding of the SID routings and requirements.
Satisfactory	Can demonstrate some understanding of the SID routings and requirements.
Good	Knowledgeable understanding of the SID routings and requirements. Knows who to hand off to in most cases.
Test Standard	Solid understanding of all SID routings and requirements. Knows who to hand off to in all cases.

Radiotelephony

Controllers should display good quality and informed use of Radiotelephony based the requirements in CAP413.

Worked Required	R/T is generally poor and incoherent. No use of CAP413 standards.
Satisfactory	R/T is of a reasonable standard and follows some logical order. Knowledge of the CAP413 standards but lacking enforcement.
Good	R/T is of a good quality and only minor issues persist. Transmissions are usually to CAP413 standards.
Test Standard	Candidates R/T is coherent and of an excellent standard. Transmissions are almost universally to CAP413 standards.

METAR and TAF Decoding

Controllers should be able to decode METARs and TAFs fluently showing understanding of most if not all codes.

Worked Required	Candidate shows little to no knowledge of METAR/TAF Codes. Unable to decode a simple METAR with no significant weather.
Satisfactory	Candidate can decode very basic METARS/TAFS but struggles with precipitation or multiple levels of cloud cover.
Good	Candidate shows a good understanding of most METAR/TAF codes but struggles at more advanced sections (E.G. Runway visual ranges, cloud types etc).
Test Standard	Candidate shows excellent knowledge of METAR/TAF codes and can decode advanced METARS/TAFS.

Low Visibility Procedures

Students should understand when low visibility procedures come into effect and how to apply them at their airfield.

Worked Required	Lacks knowledge of Low Visibility Procedures and how they come into effect at his aerodrome.
Satisfactory	Knows when Low Visibility Procedures come into effect but is unsure of how they affect the aerodrome.
Good	Knows when Low Visibility Procedures come into effect and has some idea of how they affect the aerodrome. Can issue taxi clearances mostly in-line with LVP requirements.
Test Standard	Knows exactly when LVP's come into force and how they affect the aerodrome. Issues safe taxi clearances in-line with LVP requirements.

Coordination

Students should be able to carry out effective and relevant coordination with adjacent ATSU's, especially during an emergency situation.

Worked Required	Fails to coordinate with his adjacent ATSU's.
Satisfactory	Shows basic coordination skills but is forgetful or does not coordinate at all at times.
Good	Shows effective coordination skills but often leaves it too late in high pressure situations.
Test Standard	Able to coordinate effectively with his adjacent ATSU's even during a high pressure situation.

When the mentor feels the student is able to deal with the duties listed above *as well* as tower duties, training should begin on tower.

S1 to S2 (Tower)

The mentoring on a tower position will cover the following aspects;

- Taxi Instructions
- IFR Clearances
- VFR Clearances
- SID Knowledge
- R/T
- METAR Decoding
- Low Visibility Procedures
- Coordination
- Takeoff and Landing clearances
- Managing the VFR circuit
- Emergency handling
- Traffic Sequencing , prioritisation and wake vortex
- Coping under pressure

Taxi Instructions

There is more to issuing taxi instructions than covered in the earlier part of training. Controllers must be able to use taxi instructions in a manner that provides the maximum utilisation of the manoeuvring areas at an aerodrome.

Work Required	Taxi instructions are not issued promptly, or local restrictions are not taken into account.
Satisfactory	Taxi instructions to individual aircraft are issued promptly and safely taking into account local restrictions.
Good	Ability to use conditional clearances to provide safe movement on the taxiways.
Test Standard	Prompt and clear instructions are given to all aircraft at all times, making use of conditional clearances to give the most effective use of the manoeuvring areas.

IFR Clearances

Controllers should be able to provide an IFR Clearance to an aircraft including appropriate after departure instructions (SID or Coordinated departure) and SSR Code.

Work Required	Able to give departure instructions with some hesitation or prompting.
Satisfactory	Gives correct departure clearances and SSR code with minimal prompting.
Good	Able to give correct clearances and SSR codes with no prompting, but is not very fluent at issuing the instructions and requires more practice.
Test Standard	Prompt and clear instructions are given to all aircraft at all times, making use of gaps in R/T to give clearances rapidly without errors.

VFR Clearances

Controllers should be able to provide a VFR Clearance to an aircraft including appropriate after departure instructions (circuits or otherwise) and SSR Code if required.

Work Required	Able to give departure instructions with some hesitation or prompting.
Satisfactory	Gives correct departure clearances and SSR code with minimal prompting.
Good	Able to give correct clearances and SSR codes with no prompting, but is not very fluent at issuing the instructions and requires more practice.
Test Standard	Prompt and clear instructions are given to all aircraft at all times, making use of gaps in R/T to give clearances rapidly without errors.

SID Knowledge

Controllers should show a clear understanding of the SID routings and requirements and who to hand aircraft off to after departure.

Work Required	Demonstrates little understanding of the SID routings and requirements.
Satisfactory	Can demonstrate some understanding of the SID routings and requirements.
Good	Knowledgeable understanding of the SID routings and requirements. Knows who to hand off to in most cases.
Test Standard	Solid understanding of all SID routings and requirements. Knows who to hand off to in all cases.

Radiotelephony

Controllers should display good quality and informed use of Radiotelephony based the requirements in CAP413.

Work Required	R/T is generally poor and incoherent. No use of CAP413 standards.
Satisfactory	R/T is of a reasonable standard and follows some logical order. Knowledge of the CAP413 standards but lacking enforcement.
Good	R/T is of a good quality and only minor issues persist. Transmissions are usually to CAP413 standards.
Test Standard	Candidates R/T is coherent and of an excellent standard. Transmissions are almost universally to CAP413 standards.

METAR and TAF Decoding

Controllers should be able to decode METARs fluently showing understanding of most if not all codes.

Work Required	Candidate shows little to no knowledge of METAR Codes. Unable to decode a simple METAR with no significant weather.
Satisfactory	Candidate can decode very basic METARS but struggles with precipitation or multiple levels of cloud cover.
Good	Candidate shows a good understanding of most METAR codes but struggles at more advanced sections (E.G. Runway visual ranges, cloud types etc).
Test Standard	Candidate shows excellent knowledge of METAR codes and can decode advanced METARS

Low Visibility Procedures

Controllers should understand when low visibility procedures come into effect and how to apply them at their airfield.

Work Required	Lacks knowledge of Low Visibility Procedures and how they come into effect at his aerodrome.
Satisfactory	Knows when Low Visibility Procedures come into effect but is unsure of how they affect the aerodrome.
Good	Knows when Low Visibility Procedures come into effect and has some idea of how they affect the aerodrome. Can issue taxi clearances mostly in-line with LVP requirements.
Test Standard	Knows exactly when LVP's come into force and how they affect the aerodrome. Issues safe taxi clearances in-line with LVP requirements.

Coordination

Controllers should be able to carry out effective and relevant coordination with adjacent ATSU's, especially during an emergency situation.

Work Required	Fails to coordinate with his adjacent ATSU's.
Satisfactory	Shows basic coordination skills but is forgetful or does not coordinate at all at times.
Good	Shows effective coordination skills but often leaves it too late in high pressure situations.
Test Standard	Able to coordinate effectively with his adjacent ATSU's even during a high pressure situation.

Takeoff and Landing Clearances

Controllers should be able to provide aircraft with takeoff and landing clearances maintaining expediency and safety. This section also includes management of the runway(s) in normal operations.

Work Required	Clearances given at inappropriate times jeopardising safety, minimal expediency.
Satisfactory	Clearances are given appropriately and retain safe operation at all times. Expediency is lacking.
Good	Good use of conditional clearances but could exploit them more often. Reasonable expediency and no safety concerns.
Test Standard	Excellent use of conditional clearances and great consideration to aircraft safety. Near maximum runway utilisation can be achieved.

Managing the VFR circuit

Controllers must be able to manage the VFR circuit effectively. This tick refers to all aspects of VFR circuit management except integration with traffic on final.

Work Required	No understanding of how the VFR circuit is managed.
Satisfactory	Understands the legs of the VFR circuit, and can give correct transmissions at standard points.
Good	Understands the legs of the VFR circuit, and can give correct transmissions at standard and non-standard points, and can give a leg to join the circuit.
Test Standard	The points above, as well correct and safe legs to join the circuit

---

Emergency handling

Controllers must be able to safely and expeditiously deal with emergency traffic.

Work Required	Little understanding of how to deal with an emergency, no prioritisation affected.
Satisfactory	Can prioritise the emergency to be number one, but ineffective handling of other traffic leading to lengthy delays.
Good	Can safely and expeditiously make an emergency the priority, and deal with non-emergency traffic in an acceptable manner. Delays or ineffective co-ordination lead to a few problems.
Test Standard	Can safely and expeditiously deal with both the emergency and other traffic. Minor to no delay to other traffic and effective co-ordination at all stages.

Traffic sequencing, prioritisation and wake vortex

Controllers must be able to safely and expeditiously integrate various types of traffic, taking into account wake vortex and correct prioritisation.

Work Required	Inefficient sequences, with little regard to wake vortex or prioritising aircraft.
Satisfactory	Can integrate short sequences of traffic using mostly correct wake spacing.
Good	Can integrate sequences of traffic of at least 4 aircraft*, with correct wake vortex separation and due acceptable prioritisation.
Test Standard	Can integrate sequences of at least 5 aircraft*, with correct wake vortex separation and effective prioritisation.

*A sequence includes any aircraft intending to operate on the runway, with each being within 3 miles or 2 minutes of the recommended minimum spacing between the preceding aircraft

Coping under pressure

Controllers should be able to cope under pressure and continue to produce a high quality service to all pilots.

Work Required	Unable to cope under pressure, often making mistakes and forgetting and allowing situations to get out of hand.
Satisfactory	Shows a better ability to cope under pressure but still makes mistakes and forgetful of aircraft. Can just about maintain control of a situation.
Good	Good ability to cope under pressure makes few mistakes and is not likely to forget about aircraft. Can always maintain control of the situation.
Test Standard	Able to cope under almost any circumstance. Is not likely to make mistakes or forget about aircraft. Can always produce a high quality service and never loses control of the situation.

When a controller achieved a standard of “Satis” or better on all these ticks, the RTSM will upgrade the controller to an S2 to allow them to gain experience on Tower before moving onto the exam. The student will be put forward for the exam when all ticks reach test standard.

S2 to S3 (Approach)

After completing a Tower Exam, S2s become able to begin mentoring on Approach. Approach mentoring will cover the following criteria;

- Airspace knowledge and local ATSU's
- SID and STAR knowledge
- ATSOCAS
- Vectoring
- Separation and wake factors
- Traffic sequencing and prioritisation
- Parallel streaming
- VFR and SVFR in the zone
- Surveillance radar approaches
- Procedural approaches
- Holding patterns
- Emergency handling and diversions
- R/T
- Coordination
- Coping under pressure

Airspace Knowledge and Local ATSU's

Controllers must have a clear understanding of their airspace and the surrounding ATSU's

Work Required	Very limited understanding of his airspace and limited knowledge of the bordering ATSU's responsibilities.
Satisfactory	Basic understanding of the airspace they are controlling and the surrounding ATSU's responsibilities.
Good	Knows airspace well, and how adjacent ATSU's affect his airspace and aircraft.
Test Standard	Solid and exact understanding of his airspace and adjacent ATSU's.

SID and STAR knowledge

Controllers must be able to understand and provide the correct STAR and/or SID, and understand the interactions of these routes.

Work Required	Little or no knowledge of STAR routings.
Satisfactory	Limited knowledge of STAR routings, knows where SID routings may conflict.
Good	Good understanding of all STAR routings and when/how to use them. Knowledge of where SID routings conflict with arrivals and how to deal with this.
Test Standard	Solid understanding of all STAR and SID routings and conflicts with adjacent controllers taken into account

Air Traffic Services Outside of Controlled Airspace (ATSOCAS)

Controllers must be able to provide and understand ATSOCAS.

Work Required	Little or no knowledge about ATSOCAS or how/when to provide them.
Satisfactory	Limited knowledge of ATSOCAS and is hesitant about which service to provide and when.
Good	Good understanding of all ATSOCAS and when/how to use them.
Test Standard	Solid understanding of all ATSOCAS and knows exactly how and when to provide them.

Vectoring

Controllers must be able to vector aircraft effectively and efficiently taking into account any relevant factors.

Work Required	Vectoring is sloppy and potentially dangerous at times.
Satisfactory	Vectoring is inefficient and finds it hard to cope in complex situations.
Good	Efficient vectoring and can cope with a variety of situations.
Test Standard	Vectoring is efficient and safe. Student can cope with almost all situations effectively.

Separation and Wake Factors

Controllers must be aware of the vertical and lateral separation minima, taking wake vortex into account.

Work Required	Little or no knowledge about vertical and lateral separation minima and takes no account of wake vortex.
Satisfactory	Separation is compliant most of the time, but can become careless during tricky situations. More attention is need on wake vortex.
Good	Almost always complies with the lateral and vertical minima even during complex or tricky situations. Student takes wake vortex into account.
Test Standard	Always complies with the lateral and vertical minima and always takes wake vortex into consideration.

Traffic Sequencing and Prioritisation

Controllers must be able to sequence and prioritise traffic, taking in to account aircraft performance.

Work Required	Little or no knowledge of the skills and techniques to efficiently stream aircraft, and is not familiar with aircraft performances
Satisfactory	Able to sequence traffic and prioritise. Student is competent most of the time.
Good	Can effectively sequence traffic and is knowledgeable with aircrafts performance
Test Standard	Competent with traffic sequencing and always takes aircraft performance in to consideration.

Parallel / Streaming

Controllers must be able to parallel and/or stream when appropriate.

Work Required	Little or no knowledge of the methods of paralleling and streaming.
Satisfactory	Able to safely separate a stream (or parallel) of traffic, with minimal understanding of weather effects.
Good	Can effectively stream (or parallel) traffic when required, and understands how weather can affect this.
Test Standard	Stream (or parallel) as required in controlling taking into account weather at all times.

VFR and SVFR in the zone

Controllers must be able to handle VFR and SVFR traffic within the zone.

Work Required	Minimal knowledge of (S)VFR routes in the zone. Unable to attain standard separation.
Satisfactory	Basic knowledge of (S)VFR routes within the zone. Able to attain standard separation in most circumstances.
Good	Good knowledge of (S)VFR routes within the zone, including non-standard routes and zone transits. Able to maintain standard separation in all situations.
Test Standard	Good knowledge of (S)VFR routes within the zone, including non-standard routes and zone transits. Takes actions to guarantee separation against all traffic within the zone.

Surveillance Radar Approaches

Controllers must be able to provide an SRA to all runways that the approach is available to.

Work Required	No understanding of SRA procedures and the prioritisation required.
Satisfactory	Able to vector aircraft onto SRA approach and uses mostly correct R/T for the approach.
Good	Able to vector for an SRA taking into account wind correction, using correct R/T at all times. Takes actions to prevent frequency congestion. Coordinates with tower, but coordination is inefficient.
Test Standard	Efficient vectoring for an SRA taking into account wind correction, using correct R/T at all times. Takes actions to prevent unnecessary R/T during the SRA. Coordinates effectively with all relevant positions.

Procedural Approaches

Controllers must be able to conduct a procedural approach, and integrate normal traffic with them.

Work Required	No understanding of procedural procedures and the separation required.
Satisfactory	Understands the different types of procedural approach, and the inability to merge effectively with normal traffic.
Good	Able to deal with a procedural approach, maintaining safe separation from normal traffic.
Test Standard	Able to deal with a procedural approach, guaranteeing separation against all traffic and vectoring normal traffic as close as possible afterward.

Holding patterns

Controllers must be able to initiate and manage holding when required and prevent excessive delays.

Work Required	No understanding of holding areas and the MSL.
Satisfactory	Understands the location and limits of the holding areas. Limited coordination with ACC.
Good	As above, plus; able to deal with at least 2 aircraft in the hold. Able to independently work out MSL.
Test Standard	As above, plus; able to deal with at least 5 aircraft in the hold. Maximum expedition in most cases.

Emergency handling and diversions

Controllers must be able to manage an emergency safely and professionally.

Work Required	Unable to remain calm and prioritise the emergency effectively or safety becomes an issue.
Satisfactory	Able to effectively priorities the emergency. Other traffic has excessive delay, and student has difficulty keeping calm.
Good	Able to remain calm and professional throughout the emergency. Effects on performance are taken into account when vectoring the emergency. Other traffic has minor unnecessary delay.
Test Standard	As above, but; is able to vector other traffic as close as safely possible after the emergency.

R/T

Controllers must be able to use standard R/T at all times.

Work Required	No or limited understanding of phraseology required for approach.
Satisfactory	Mostly correct R/T with some inconsistencies or ineffective use of airtime.
Good	Correct R/T at all times, some instructions are still inefficient and broken into several unnecessary transmissions.
Test Standard	Correct R/T at all times, with instructions clear and concise.

Coordination

Controllers must be able to coordinate effectively with adjacent ATSUs.

Work Required	No useful coordination with adjacent units.
Satisfactory	Coordination occurs with is limited in usefulness and is forgotten at times.
Good	Coordination is effective but is left too late at times.
Test Standard	Coordination is effective and prompt at all times.

Coping under pressure

Controllers must be able to cope under pressure and continue to produce a high quality service to all pilots.

Work Required	Unable to cope under pressure. Mistakes are made and situation gets out of hand.
Satisfactory	Better ability to cope under pressure. Some aircraft are still forgotten.
Good	Good ability to cope under pressure. Few mistakes or aircraft forgotten.
Test Standard	Able to cope under almost any circumstance. Maintains full control of the situation.

S3 - C1 (Area)

- Airspace Knowledge and Adjacent ATSUs
- Standing Agreements
- ATSOCAS
- STAR Knowledge
- Aircraft Performance Knowledge
- Route interaction and Descent Management
- Standard Routings and Level Capping
- Pop-up Traffic
- Emergency Handling
- R/T
- Coordination
- Coping Under Pressure

Airspace Knowledge and Adjacent ATSUs

Student must understand the lateral and vertical limits of his/her airspace and show understanding of the adjacent sectors.

Work Required	Student appears to not know the limits of their airspace and does not demonstrate adjacent ATSU knowledge
Satisfactory	Student demonstrates some understanding of the airspace but has patches in his/her knowledge in different areas of the sector
Good	Student understands the lateral and vertical boundaries of their airspace but is either late or early at handing off to adjacent sectors/ATSU.
Test Standard	Student demonstrates knowledge of the lateral and vertical limits of the airspace and complies with all handoff procedures with adjacent ATSUs

---

Standing Agreements

Student must understand and comply with the standing agreements within their sector.

Work Required	Student does not comply with standing agreements
Satisfactory	Student shows some, but little understanding of the standing agreements
Good	Student understands the standing agreements but is hesitant and questions themselves.
Test Standard	Student complies with all standing agreements within their sector.

Air Traffic Services Outside of Controllers Airspace (ATSOCAS)

Controllers must be able to provide and understand ATSOCAS.

Work Required	Little or no knowledge about ATSOCAS or how/when to provide them
Satisfactory	Limited knowledge of ATSOCAS and is hesitant about which service to provide and when.
Good	Good understanding of all ATSOCAS and when/how to use them.
Test Standard	Solid understanding of all ATSOCAS and knows exactly how and when to provide them.

STAR Knowledge

Controllers must be able to understand and provide the correct STAR understand the interactions of these routes.

Work Required	Little or no knowledge of STAR routings.
Satisfactory	Limited knowledge of STAR routings, knows where STAR routings may conflict.
Good	Good understanding of all STAR routings and when/how to use them.
Test Standard	Solid understanding of all STAR routings and conflicts with adjacent controllers taken into account

---

Aircraft Performance Knowledge

Controllers must understand and display knowledge of aircraft performance and limitations.

Work Required	Student shows no understanding of aircraft performance limitations
Satisfactory	Limited understanding of aircraft performance and limitations
Good	Good understanding of aircraft performance and limitations; sometimes issues instructions beyond aircraft capabilities.
Test Standard	Solid understanding of aircraft performance and limitations.

Route interaction and Descent Management

Controllers must understand and be able to demonstrate their knowledge of their airspaces route interaction and descent requirements.

Work Required	Student shows little understanding of how the routes within his/her airspace and the descent management that is required
Satisfactory	Student has a basic understanding of the route interaction and descent management required within his/her airspace but has issues with integrating different tracks, laterally and vertically.
Good	Student has a sound understanding of route interaction and descent management, with some occasional issues integrating different tracks, laterally and vertically.
Test Standard	Student has a sound understanding, with no issues integrating tracks laterally and vertically.

Standard Routings and Level Capping

Student must have an understanding of the standard routings that route through their airspace and any level capping restrictions that apply to those routings.

Work Required	Student shows little understanding of standard routings that route through their airspace does not demonstrate any knowledge of any level capping restrictions
Satisfactory	Student shows understanding of standard routings and capping restrictions within their airspace but aircraft often "slip through the net".
Good	Student shows good understanding of standard routings through their airspace and is able to amend flight plans expeditiously, and student proactively makes use of the capping levels, with some prompting
Test Standard	Student has a sound knowledge of the level capping and standard routings through their airspace and no prompting is required.

Pop-up Traffic

Student must be able to deal with pop up traffic within his/her airspace.

Work Required	Student is caught off gaud by pop up traffic and takes a long time to issue them with instructions to integrate them in their traffic plan.
Satisfactory	Student is able to identify pop up traffic but can take some time in integrating them in to their traffic plan.
Good	Student quickly identifies pop up traffic and issues them with instructions and can quickly give them instructions to allow them to continue with their flight; however is issues arise when the student attempts to integrate the traffic.
Test Standard	Student can quickly identify pop up traffic and work them in to their traffic pattern expeditiously.

Emergency Handling

Controllers must be able to manage an emergency safely and professionally.

Work Required	Unable to remain calm and prioritise the emergency effectively. Other traffic within his/her airspace is forgotten about.
Satisfactory	Able to effectively priorities the emergency and has issues dealing with other traffic within his/her airspace.
Good	Able to remain calm and professional throughout the emergency. And deals with the other traffic in his/her airspace fine, but with unnecessary delay.
Test Standard	Student remains calm and professional throughout the emergency and can deal with other traffic within his/her airspace expeditiously.

R/T

Controllers must be able to use standard R/T at all times.

Work Required	No or limited understanding of phraseology required for area.
Satisfactory	Mostly correct R/T with some inconsistencies or ineffective use of airtime.
Good	Correct R/T at all times, some instructions are still inefficient and broken into several unnecessary transmissions.
Test Standard	Correct R/T at all times, with instructions clear and concise.

Coordination

Controllers must be able to coordinate effectively with adjacent ATSUs.

Work Required	No useful coordination with adjacent units.
Satisfactory	Coordination occurs with is limited in usefulness and is forgotten at times.
Good	Coordination is effective but is left too late at times.
Test Standard	Coordination is effective and prompt at all times.

Coping Under Pressure

Controllers must be able to cope under pressure and continue to produce a high quality service to all pilots.

Work Required	Unable to cope under pressure. Mistakes are made and situation gets out of hand.
Satisfactory	Better ability to cope under pressure. Some aircraft are still forgotten.
Good	Good ability to cope under pressure. Few mistakes or aircraft forgotten.
Test Standard	Able to cope under almost any circumstance. Maintains full control of the situation.