Instructor and assessor requirements from the perspective of the new Regulation on ATCO licensing

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Your safety is our mission.
ATM rulemaking – ATCO licencing

Regulation 216/2008 (BR)

Reg. 805/2011*

New Regulation

AMC/GM

NPA consultation 22 Nov’12 until 29 April’13

CRD publication – 1 October 2013

Reaction period – 15 November 2013

Opinion 11/2013 – 03/12/2013

EASA Committee – 09/07/2014

Now: Translations + EP scrutiny

Applicable from 30/06/2015 – opt-outs by 31/12/2016
New rule structure

**Regulation**
- AMC & GM to Regulation

**Annex I** Part ATCO
- AMC & GM to Annex I, Part ATCO

**Annex II** Part ATCO.AR
- AMC & GM to Annex II, Part ATCO.AR

**Annex III** Part ATCO.OR
- AMC & GM to Annex III, Part ATCO.OR

**Annex IV** Part ATCO.MED
- AMC & GM to Annex IV, Part ATCO.MED

- Appendix 1 LP Rating Scale
- App. 1-4 Forms and templates
- Annex II Part ATCO.AR
- Annex III Part ATCO.OR
- Annex I Part ATCO
- Annex IV Part ATCO.MED
- AMC & GM to Appendices 2-8 Initial Training
- AMCs to Appendices 2-8
- AMC & GM to Regulation
- AMC & GM to Annex II, Part ATCO.AR
- AMC & GM to Annex III, Part ATCO.OR
- AMC & GM to Annex I, Part ATCO
Article 8c (8)

- Persons responsible for providing practical training or for assessing air traffic controllers’ skill shall hold a certificate.

- The certificate shall be issued when the person concerned has demonstrated that he or she complies with the rules established to ensure compliance with the relevant essential requirements as set out in Annex Vb.

- The privileges granted by the certificate shall be specified therein.
(g) Instructors

(i) **Theoretical instruction** shall be given by appropriately qualified instructors. They shall:

i. have appropriate knowledge in the field where instruction is to be given; and

ii. have demonstrated the ability to use appropriate instructional techniques.

(ii) **Instruction on practical skills** shall be given by appropriately qualified instructors, who have the following qualifications:

i. meet the theoretical knowledge and the experience requirements appropriate to the instruction being given;

ii. have demonstrated the ability to instruct and to use appropriate instructional techniques;

iii. have practised instructional techniques in those procedures in which it is intended to provide instruction; and

iv. receive regular refresher training to ensure that the instructional competences are maintained.

(iii) Instructors on practical skills shall also be or have been entitled to act as an air traffic controller.
2 different types of instructors

- Theoretical
  - ATCO licence and/or
  - Professional qualification and/or
  - Adequate knowledge and experience
  - Instructional skills

- Practical:
  - STDI
  - OJTI

Endorsements!
3 year validity + mutual recognition

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STDI

- **Privileges:** Provide training for
  - Subjects of practical nature during IT
  - Unit training (other than OJT)
  - Continuation training
- **Requirements to obtain:**
  - 2 years exercise
  - Practical instructional techniques course
- **Requirements to exercise:**
  - 2 years experience in the rating
    - for basic training any rating;
    - for rating training similar ratings required
  - Knowledge in current operational practices
  - Instructional techniques demonstration
- **Revalidation:** refresher training

OJTI

- **Privileges:**
  - Provide practical training on operational working positions
  - Contains the privileges of the STDI, and it may be exchanged for it
- **Requirements to obtain:**
  - Valid unit endorsement
  - Immediately preceding 2 years of exercise
  - Practical instructional techniques course
- **Requirements to exercise:**
  - 2 years experience in the associated rating (may be shortened to 1 year)
  - 6 months previous experience in the unit endorsement
  - Practiced instructional skills
- **Revalidation:** refresher training
Temporary OJTI authorisation

To holders of an OJTI endorsement when the minimum 6 months previous experience in the unit endorsement CANNOT be met

Due to:

- Opening of new unit/sector or working position
- No availability of qualified staff
- Temporary units (examples in GM)

- Safety analysis
- To cover the situation and 1 year maximum
- Separate document

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(h) Assessors

(i) Persons responsible for assessing the skill of air traffic controllers shall:

i. have demonstrated the ability to assess the performance of, and conduct tests and checks on air traffic controllers; and

ii. receive regular refresher training to ensure that the assessment standards are maintained up to date.

(ii) Assessors on practical skills shall also be or have been entitled to act as an air traffic controller in those areas in which assessment is to be made.
Questions:
1. With or without valid unit endorsement?
2. Small units?
3. CA personnel?

=> differentiation between 5 types of assessment of practical skills
1. during initial training
2. assessment of previous competence
3. first the issue of a unit endorsement
4. issue of a new rating endorsement, revalidation of unit endorsement
5. assessment of practical instructors or assessors

=> No valid unit endorsement required for obtaining an assessor endorsement and to assess cases 1-2-5

=> ONLY when assessing for the unit endorsement itself

=> Exemptions via temporary assessor authorisation
- Valid unit endorsement in the same rating + rtg.endorsement
- Flexible validity set by the CA
- Safety analysis optional
- Recurrent nature acknowledged

=> CA personnel handled under ATCO.AR.A.005
Assessor requirements

- Requirements to obtain the endorsement:
  - 2 years of exercise
  - Assessor course within the year preceding the application

- General requirements to exercise the endorsement:
  - 2 years experience in the relevant rating and rating endorsement
  - Knowledge of current operational practices

- Specific requirements (depending on the assessment):
  - Unit endorsement for at least 1 year
  - OJTI/STDI endorsement and experience *(or +1 OJTI to be present)*
  - Experience on the assessor endorsement

- Revalidation: refresher training on assessment skills

- No assessments when objectivity affected !!!

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ATCO training types

CONTINUATION
Refresher
Conversion

Practical instructor & Assessor training

UNIT training
Transitional (Pre-OJT)
OJT

INITIAL: Basic + Rating training

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SECTION 5 - TRAINING OF INSTRUCTORS AND ASSESSORS

ATCO.D.090 Training of practical instructors

(a) Training of practical instructors shall be developed and provided by training organisations and shall consist of:
   (1) a practical instructional techniques course for OJTI and/or STDI, including an assessment;
   (2) a refresher training course on practical instructional skills;
   (3) a method(s) for assessing the competence of practical instructors.

(b) The training courses and assessment methods referred to in point (a) shall be approved by the competent authority.

ATCO.D.095 Training of assessors

(c) Training of assessors shall be developed and provided by training organisations and shall consist of:
   (1) an assessor training course, including an assessment;
   (2) a refresher training course on assessment skills;
   (3) a method(s) for assessing the competence of assessors.

(d) The training courses and the assessment method referred to in point (a) shall be approved by the competent authority.
Training of Practical Instructors

Practical instructors techniques course

Training organisation

Competence assessments

Refresher training Course on practical instr. skills

Experienc MIN 2 YRS IN RATING

VALID UNIT ENDORSEMENT (ONLY FOR OJTI)

Supporting AMCs and GM are provided

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AMC1 ATCO.D.090(a)(1)  Training of practical instructors
SYNTHETIC TRAINING DEVICES USED FOR OJTI TRAINING

For the OJTI training a part task trainer or a simulator should be used.

If the synthetic training environment does not correspond to the rating of the intended instructional environment, the applicant should practise the instructional skills in those procedures in which it is intended to provide instruction for at least one day before being assessed.

AMC2 ATCO.D.090(a)(1)  Training of practical instructors
ASSESSMENT OF INSTRUCTIONAL TECHNIQUES FOR PRAC TICAL INSTRUCTORS

A successful assessment of instructional techniques for practical instructors should establish competence in the following areas:

AMC1 ATCO.D.090(a)(2)  Training of practical instructors
REFRESHER TRAINING IN PRACTICAL INSTRUCTIONAL SKILLS

Refresher training in practical instructional skills should prevent knowledge and skills erosion, and for the training of STDIs it should be designed to maintain awareness of the current operational practices.

AMC1 ATCO.D.090(a)(3)  Training of practical instructors
PRACTICAL INSTRUCTOR COMPETENCE ASSESSMENT

The practical instructor competence assessment for an OJTI may be undertaken either in live operations or on a synthetic training device.

The practical instructor competence assessment for an STDI should be undertaken on a synthetic training device.

GM1 ATCO.D.090  Training of practical instructors
PRACTICAL INSTRUCTIONAL TECHNIQUES COURSE FOR OJTI s

Further information regarding the practical instructional techniques course for OJTI s can be found in EUROCONTROL's Guidelines for ATCO Development Training — OJTI Course Syllabus, Edition 2.0, 27.08.2009.
Training of Assessors

Assessor training course

Competence assessments

Supporting AMCs and GM are provided

EXPERIENCE MIN 2 YRS

ATCO
AMC1 ATCO.D.095(a)(1) Training of assessors

ASSESSOR TRAINING COURSE

A successful assessment for the purpose of the assessor training course should establish competence in assessment techniques as follows:

[...]

AMC2 ATCO.D.095(a)(1) Training of assessors

ASSESSMENT OF ASSESSOR COMPETENCE

The assessment of assessor competence should focus on the application of the skills of an assessor. These skills should represent at least a subset of competences taught during the assessor training course.

AMC1 ATCO.D.095(a)(2) Training of assessors

REFRESHER TRAINING IN ASSESSMENT SKILLS

Refresher training in assessment skills should prevent knowledge and skills erosion and it should be designed to maintain skills in assessment techniques and awareness of the regulatory environment.

GM1 ATCO.D.095(a)(3) Training of assessors

ASSESSMENT OF ASSESSOR COMPETENCE

The level of harmonisation on competence assessment is low as a result of the variety of methods. Any assessment of assessor competence should be realistic and it could take place during live traffic situations or during training.
Personnel requirements (ATCO.OR.C.010)

- Appoint an accountable manager
- Nominate person(s) responsible for training
- Sufficient qualified personnel
- Record of the relevant professional information (training, qualifications, experience, etc.)
- Procedures to maintain competence
- Refresher training for practical instructors and assessors (endorsements)
Tasks of the CA (ATCO.AR.A.010) (extract)

- issue, suspension and revocation of endorsements;
- issue of temporary OJTI and assessor authorisations;
- revalidation and renewal of endorsements;
- issue, suspension, revocation and limitation of training organisation certificates;
- approval of training courses, plans and unit competence schemes, assessment methods;
- monitoring of training organisations, including their training courses and plans;
- approval and monitoring of the unit competence schemes;
- establishment of appropriate appeal procedures and notification mechanisms;
- ...

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Benefits

ATCOs

- Tailored privileges
- More opportunities
- Recognition of licence endorsement privileges
- Recognition of course completion certificates
- Mobility
- Trust

Training Organisations

- Qualified personnel
- Equal obligations and business opportunities
- Fair competition
- Credibility

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Thank you for your attention!

Questions?