

2015



Regional Training Programme

S2 - TWR

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Introduction

This is the official VATSIM Scandinavia training programme for students training for the regional approach training in Norway FIR. Each mentor is expected to take his student through these sessions. This is to make sure all students have been through the same core content in their training. The training is now based on multiple simulator sessions before starting to control live. The programme will have a steady increase of traffic and difficulty. This will make it easier for the student to monitor the progress of the student as it is not based on how many pilots are showing up for the training.

Qualifications required to start training

In order to start practical tower training at a regional aerodrome in Norway, a student must meet the following requirements:

- Be an active VATSIM, VATEUD and VACCSCA member; and
- Passed the official VATEUD theoretical ATSimTest as S1.

Syllabus for S2 - TWR

Training and Assessment

Controller training and assessment in VATSIM Scandinavia is managed and logged electronically in the Norwegian Training System Administration (N-TAS). ATC training is guided by a set of mentoring criteria which are designed to fully prepare the student for an examination (or checkout). The electronic training report criteria are discussed below. When completing a mentoring report, mentor are to grade students on their overall performance in four categories:

1. Communications
 - a. Standard and specific phraseology
 - b. Text communications
 - c. Pace and clarity
 - d. Confirm incorrect read-backs
 - e. Communication priority
2. Coordination
 - a. Correct handoff procedure
 - b. Coordinating with relevant sectors
 - c. Coordinating on non-standard practices
3. Planning
 - a. Flight plan and departure list maintenance
 - b. Missed approach procedures
 - c. Runway change, runway alternation
 - d. Low visibility procedures
4. Controlling
 - a. Airspace understanding
 - b. Appropriate clearances
 - c. Instructions
 - d. Separation and sequencing
 - e. Traffic/weather information
 - f. Vectors

Training reports

After each training session, the mentor will complete an electronic training report in which each of the elements discussed above will be displayed. Topics will be graded as follows:

- *Not covered* – This subject is not covered or not relevant.
- *Work required* – Continuous mentor guidance is necessary in order to achieve higher grade.
- *Satisfactory* – A moderate assistance is required.
- *Good* – Occasional and minor mentor guidance is required in order to achieve *excellent*.
- *Validation standard* – No mentor input is required, candidate is fully competent in this area.

General curriculum

All S2 students training on regional an aerodrome shall be competent in the following areas before starting online training:

1. Understand and decode...

- 1.1. METAR
- 1.2. NOTAM
- 1.3. SNOWTAM
- 1.4. TAF

Curriculum for S2 - TWR

S2 students shall be competent in the following areas:

1. Control zone

- 1.1. Airspace classification
- 1.2. Altitude restrictions/limits
- 1.3. VFR reporting points

2. Delivery

- 2.1. Comply with relevant runway configuration
- 2.2. Issue correct Omni-directional clearance
- 2.3. Issue correct standard IFR clearance
- 2.4. Use of correct departure runway in accordance with LoA/LOP

3. Ground

- 3.1. Ensure separation
- 3.2. Separate aircraft in accordance with SID/route and WTC.
- 3.3. Use of correct stand in accordance with Stand allocation
- 3.4. Use of correct taxiways
- 3.5. Use of correct de-ice platform (if applicable)

4. Tower

- 4.1. Choose correct runway-in-use
- 4.2. Spacing on final
- 4.3. Traffic information within control zone
- 4.4. VFR clearance
 - 4.4.1. To enter control zone
 - 4.4.2. To leave control zone
 - 4.4.3. To operate in traffic pattern
 - 4.4.4. To operate within control zone
 - 4.4.5. To transit control zone
- 4.5. VFR helicopter procedures
 - 4.5.1. Clearance
 - 4.5.2. Lift-off
 - 4.5.3. Special circumstances
 - a) Helidoc (medical)
 - b) Helipolice (police)

- 4.5.4. Touchdown / landing
- 4.6. Aborted take-off
- 4.7. Arrivals
- 4.8. Coordination
- 4.9. Departures
- 4.10. Go around / missed approach
- 4.11. Special VFR
- 4.12. VFR night

Theoretical part

Introduction session

A theoretical session covering the following:

- Aerodrome structure
 - Runway(s)
 - Taxiways
 - Terminal
 - Domestic stands
 - International stands
 - Cargo area
 - GA parking
 - De-ice platform(s)
- Active runway selection
- SIDs
 - Naming
 - Prop/Jet/Helicopter SIDs (if applicable)
 - Initial climb
- Gate assignment (domestic, international, Schengen and non-Schengen, General aviation and Military)
- Area of responsibility
- Transition altitude
- Coordination of active runways with relevant sectors
- VFR:
 - Airspace
 - Control zone limits
 - Reporting points
 - VFR routes (if applicable)

Online training programme

After the simulator sessions, a minimum of three online sessions are required. If the mentor thinks the student has reached the desired level, the training is finished and he will have his checkout as soon as possible. If combined rating/major airport endorsement training is applied, and the mentor evaluates.

Examination

S2 - TWR checkout:

Takes place on a regional aerodrome within Norway FIR

Time frame: 90 to 120 minutes

