



ATC Training Syllabus

Philippines vACC

Version 1.1 – September 25, 2016

Distribution and Scope

This document outlines the training that will be undergone by students within the Philippines vACC and shall be used by both mentors and students as a guideline on the training that shall be given to the student for a specific position.

Exclusion of Liability

This manual is for use on the VATSIM Network only and should never be adopted for real world use.

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Amendment History

Version	Author	Date	Affected Pages	Changes
1.0	Michael Uy	September 2, 2016	All	Initial Release
1.1	Darl Reyes	September 25, 2016	All	Additional Items in the Syllabus in all positions



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OBS – S1 (DEL / GND)

The rating of S1 permits a member to control a DEL or GND position within the Philippines. However, the training is separated between DEL and GND for the Philippines. Training towards an S1 will be undertaken through a theory and practical course with a mentor without a need to connect to the live network.

Assessment of the theoretical knowledge of the student will be done through ATSimTest. At this point in time, the practical competency of the student is still assessed by the mentor. The mentor shall allow the student to control the position once the required competencies are met.

Clearance Delivery

1. Radiotelephony
 - a) Phraseology and text communications
 - b) RT pace and clarity, monitoring pilot readbacks,
 - c) Communication priority
2. Coordination
 - a) Correct handoff procedures
 - b) Coordination with Tower for departures and VFR traffic
 - c) Coordination with Approach for SIDs
3. Planning
 - a) FIR and TMA knowledge and Area of Responsibility
 - b) Datablock, flightplan and departure list maintenance
 - c) Workload management
4. Controlling
 - a) IFR departure clearances
 - b) VFR departure clearances
 - c) Application of basic altimetry
 - d) Observance of Route restrictions (FLAS)
5. ATC Systems
 - a) Setup and operation of ATC client software
 - b) Controller text ATIS

Ground

1. Radiotelephony
 - a) Phraseology and text communications
 - b) RT pace and clarity, monitoring pilot readbacks,
 - c) Communication priority

2. Coordination
 - a) Correct handoff procedures
 - b) Coordination with TWR for departures, runway crossings, VFR traffic
 - c) Coordination with APP for SIDs acceptance

3. Planning
 - a) Aerodrome knowledge and Area of Responsibility
 - b) Chart reading (Airport layout)
 - c) Datablock, flightplan and departure list maintenance
 - d) Workload management

4. Controlling
 - a) IFR departure clearances
 - b) VFR departure clearances
 - c) Taxi instructions, taxi routings, and stand allocation

5. Safety
 - a) Orderly and expeditious operations consistent with safety

6. Meteorology and altimetry
 - a) Basic METARs
 - b) TAFs (optional)
 - c) Runway selection

7. ATC Systems
 - a) Setup and operation of ATC client software
 - b) Controller text ATIS

S1 – S2 (TWR)

The rating of S2 permits a member to control TWR positions within the Philippines. Training towards an S2 rating is undertaken via the resources provided and practical training sessions.

Assessment of theory knowledge is done via ATSimTest. When a student reaches the required standard during training, they will be assessed by an examiner who shall award the S2 rating provided that the competencies in the exam criteria have been met.

Tower

1. Radiotelephony
 - a) Phraseology and text communications
 - b) RT pace and clarity, monitoring pilot readbacks,
 - c) Communication priority
2. Coordination
 - a) Correct handoff procedures
 - b) Coordination with APP/CTR for departure releases
 - c) Coordination with APP/CTR for VFR traffic
 - d) Coordination with APP/CTR for runway changes
3. Planning
 - a) Aerodrome knowledge and Area of Responsibility
 - b) Chart reading (SIDs and STARs)
 - c) Familiarization of VFR Routes and Corridors
 - d) Datablock, flightplan and departure list maintenance
 - e) Departure wake turbulence requirements
 - f) Missed approach procedures
 - g) Runway change
 - h) Workload management
4. Controlling
 - a) IFR departure clearances
 - b) VFR departure clearances
 - c) Taxi instructions, taxi routings, and stand allocation
 - d) VFR handling – departures, arrivals, circuits
 - e) Traffic information

5. Safety
 - a) Orderly and expeditious operations consistent with safety

6. Meteorology and altimetry
 - a) Intermediate level METARs
 - b) Runway selection

7. Emergencies
 - a) Recognizing an emergency situation
 - b) Appropriate prioritization of traffic
 - c) Coordination with adjacent units
 - d) Other assistance as necessary

8. ATC Systems
 - a) Setup and operation of ATC client software
 - b) Controller text ATIS
 - c) Voice ATIS

Solo Validations

A solo validation is a privilege that can be granted to an S1 controller who has undertaken sufficient TWR training to allow them to control a TWR position solo for a temporary period. Solo validations are given to allow the student to practice controlling prior to their examinations. Solo Validations are to be used to accelerate progression of a student who is almost ready for an exam.

S2 – S3 (APP)

The rating of S3 permits a member to control APP positions within the Philippines. Training towards an S3 rating is undertaken by practical training sessions.

Assessment of theory knowledge is done via ATSimTest. When a student reaches the required standard during training, they will be assessed by an examiner who shall award the S3 rating provided that the competencies in the exam criteria have been met.

Approach

1. Radiotelephony
 - a) Phraseology and text communications
 - b) RT pace and clarity, monitoring pilot readbacks,
 - c) Communication priority
2. Coordination
 - a) Correct handoff procedures
 - b) Coordination with TWR for departure releases
 - c) Coordination with CTR for departure climbs
3. Planning
 - a) Airspace knowledge and Area of Responsibility
 - b) SIDs and STARs
 - c) Understanding of Different Types of Approaches
 - d) Chart reading
 - e) Datablock and flightplan maintenance
 - f) Departure and arrival wake turbulence requirements
 - g) Runway change
 - h) Missed approach recovery
 - i) Understanding of holding procedures
 - j) Workload management
4. Controlling
 - a) Aircraft identification
 - b) Vectoring
 - c) Top-down control
 - d) VFR handling – departures, arrivals, circuits
 - e) Traffic information
 - f) Application of sufficient separation between aircraft

5. Safety
 - a) Orderly and expeditious operations consistent with safety

6. Meteorology and altimetry
 - a) Advanced METARs
 - b) Advanced altimetry concepts

7. Emergencies
 - a) Recognizing an emergency situation
 - b) Appropriate prioritization of traffic
 - c) Coordination with adjacent units
 - d) Other assistance as necessary

8. ATC Systems
 - a) Setup and operation of ATC client software
 - b) Controller text ATIS
 - c) Voice ATIS

Solo Validations

A solo validation is a privilege that can be granted to an S2 controller who has undertaken sufficient APP training to allow them to control a APP position solo for a temporary period. Solo validations are given to allow the student to practice controlling prior to their exam. Solo Validations are to be used to accelerate progression of a student who is almost ready for an exam.

S3 – C1 (CTR)

The rating of C1 permits a member to control CTR positions within the Philippines. Training towards an C1 rating is undertaken by practical training sessions.

Assessment of theory knowledge is done via ATSimTest. When a student reaches the required standard during training, they will be assessed by an examiner who shall award the C1 rating provided that the competencies in the exam criteria have been met.

Area Control

1. Radiotelephony
 - a) Phraseology and text communications
 - b) RT pace and clarity, monitoring pilot readbacks,
 - c) Communication priority
2. Coordination
 - a) Correct handoff procedures
 - b) Observance of Standing agreements with adjacent sectors
 - c) Coordination with APP for departure climbs
3. Planning
 - a) Sector knowledge and routes, Area of Responsibility
 - b) SIDs and STARs
 - c) Types of Approaches
 - d) Chart Reading
 - e) Knowledge of covered airports
 - f) Datablock and flightplan maintenance
 - g) Understanding of holding procedures
 - h) Workload management
 - i) Familiarity of Approach procedures in all Major Airports
4. Controlling
 - a) Aircraft identification
 - b) Vectoring
 - c) Level selection
 - d) Top-down control at uncontrolled airports
 - e) VFR handling – departures, arrivals, circuits
 - f) Change of ATC service
 - g) Knowledge of Procedural/Non-Radar Control
 - h) Proper separation of enroute traffic in accordance with ICAO document

5. Safety
 - a) Orderly and expeditious operations consistent with safety

6. Emergencies
 - a) Recognizing an emergency situation
 - b) Appropriate prioritization of traffic
 - c) Coordination with adjacent units
 - d) Other assistance as necessary

7. ATC Systems
 - a) Setup and operation of ATC client software
 - b) Controller text ATIS
 - c) Voice ATIS

Solo Validations

A solo validation is a privilege that can be granted to an S3 controller who has undertaken sufficient CTR training to allow them to control a APP position solo for a temporary period. Solo validations are given to allow the student to practice controlling prior to their exam. Solo Validations are to be used to accelerate progression of a student who is almost ready for an exam.