

SCHEDULE III

AIR TRAFFIC SERVICES PERSONNEL

(See Part XII)

SECTION A

GENERAL

1. Background Check.— Before enrolling a person for undergoing the air traffic control training, the training organisation shall obtain a report on the background check from the concerned government agency and the proof of the background check shall be submitted to the licensing authority at the time of submission of the application for issue of the licence.

2. Application for grant of a licence or rating.— (a) The application for issue or validation or renewal of a licence or rating shall be made to the Director-General on a specified proforma, and shall be accompanied by –

- (i) an assessment of medical fitness issued by the approved medical authority or Director-General;
- (ii) Three unmounted photographs of size 3 cms X 4 cms of the applicant's head (uncovered) and shoulders in front view;
- (iii) Class X certificate of a recognized Board or its equivalent or the Birth Certificate issued by a Municipal Corporation or Committee as proof of age;
- (iv) payment of the specified fee;
- (v) Proof of meeting the educational qualification, knowledge and experience requirements; and
- (vi) Any other information required by the Director-General.

(b) The date of application shall be the date on which the application is received in the office of the Director-General.

(c) The licences and ratings specified in this Schedule shall be issued in the name as entered in the Class X certificate of a recognised Board or its equivalent.

3. Application for renewal of licence.— (a) The application for renewal of a licence or rating shall be made on a specified proforma to the Director-General or to any other authority designated by him in this behalf, and shall be accompanied by –

- (i) an assessment of medical fitness issued by the Director-General referred to in rule 103;
- (ii) a statement of the recency experience duly authenticated by the person in-charge of the concerned Air Traffic Services Units;
- (iii) payment of the specified fee; and
- (iv) any other information required by the Director-General.

(b) The date of application shall be the date on which the application is received in the office of the Director-General, or in any other office designated for this purpose by the Director-General.

4. Examination.— (a) The applicant for issue of a Student Air Traffic Controller's Licence or Air Traffic Controller's Licence or a rating shall be required to pass the examinations conducted

in the manner specified by the Director-General.

(b) The candidate shall, on demand by the examiner, furnish proof for his identification before the examination.

(c) An applicant who fails in any examination shall not be permitted to appear for re-examination within a period of at least two weeks from the date of examination.

5. Assessment by the examiner or Board.—For getting an endorsement, the holder of a Student Air Traffic Controller's Licence or an Air Traffic Controller's Licence shall be assessed by an examiner or a Board, appointed by the Director-General or an organisation under the control of the Government duly authorised by the Director-General.

6. Validity of examination and experience.—(a) The applicant for a licence or rating shall have passed the examination for issuing a licence or rating within a period of not more than three years preceding the date of application.

(b) The experience specified in Sections D, E, F, G, H and J shall be completed within the six months period immediately preceding the date of application for the rating sought.

(c) In case the validity of an examination expires on a holiday, it shall be automatically extended to the next working day.

7. On-the-job training requirement.— The holder of a Student Air Traffic Controller's Licence or an Air Traffic Controller's Licence shall be required to undergo the on-the-job training under an authorised instructor for a period specified in this Schedule for grant of a particular rating:

Provided that where the licensing authority, having regard to the traffic volume of the air traffic unit for which the rating is being sought and experience of the licence holder, is satisfied, it may approve the on-the-job training of a shorter period than the one specified in the Schedule.

Provided further that when two air traffic controller ratings are sought concurrently, the licence holder shall meet the experience requirements of the rating which requires the higher experience for such rating.

8. Conditions precedent to exercise of privileges.— (a) No person holding a current Air Traffic Controller's Licence shall exercise the privileges of his licence or rating unless he meets competency, recency and language proficiency requirement and medical standards, as applicable to him in accordance with these rules.

(b) The holder of a licence shall not exercise the privilege of their licence and related ratings while under the influence of alcohol or any psychoactive substance, which might render him unable to safely and properly exercise the privileges of the licences and ratings.

9. Recency requirement.— A licence holder is considered to be recent in respect of rating and endorsement on his licence if he has worked for a period of minimum ten hours in a period of three days in respect of a particular ratings during preceding six months.

10. Language proficiency.— (a) An applicant for grant of Student Air Traffic Controller's Licence or Air Traffic Controller's Licence shall have the ability to speak and understand the English language used for radiotelephony communications to the level of proficiency specified by the Director-General.

(b) The level of proficiency shall be evaluated in accordance with the procedures specified by the Director-General.

(c) The licensing authority shall indicate the level of proficiency in the licence.

[Inserted by GSR No 64(E) dated 3-2-2012;

*Amended by (i) GSR 1089(E) dated 05-11-2018; and
(ii) GSR 579(E) dated 9th August 2019]*

SECTION B

STUDENT AIR TRAFFIC CONTROLLER'S LICENCE

1. Requirements for issuing licence.— An applicant for a Student Air Traffic Controller's Licence shall satisfy the following requirements, namely:—

(a) *Age.*— He shall not be less than twenty years of age on the date of application.

(b) *Education qualification.*— He shall have passed a degree in Science with Physics and Mathematics or an equivalent examination, from a recognized University or shall hold a valid Indian Commercial Pilot's Licence.

(c) *Medical fitness.*— He shall hold a valid medical fitness assessment issued by the Director-General as referred to in rule 103.

(d) *Knowledge.*— He shall have demonstrated the required level of knowledge by passing a written examination in the following subjects, namely:—

- (i) *Air law.*—The provisions of the Aircraft Rules, 1937, civil aviation requirements and any other circulars or instructions relevant to the air traffic control;
- (ii) *Air traffic control equipment.*— Principles, use and limitations of equipment used in air traffic control;
- (iii) *General knowledge.*— Principles of flight, principles of operation and functioning of aircraft, engines and systems, aircraft performances relevant to air traffic control;
- (iv) *Human performance.*— Human performance relevant to air traffic control including principles of threat and error management;
- (v) *Meteorology.*— Aeronautical meteorology, use and appreciation of meteorological documentation and information, origin and characteristic of weather phenomena affecting flight operations and safety, altimetry;
- (vi) *Navigation.*— Principles of air navigation, principles, limitation and accuracy of navigation systems and visual aids; and
- (vii) *Operational procedures.*— Air traffic control, communication, radio-telephony and phraseology procedure (routine, non-routine and emergency), use of relevant aeronautical documentation, safety practices associated with flight.

(e) *Experience.*— He shall have successfully completed an approved training course from an approved training organization and pass the relevant examination, and also completed an approved course of initial training in the rating or discipline relating to any of the rating from an approved organization.

2. Validity.— The licence shall be valid for the period specified in rule 104 and shall lapse on the holder acquiring an Air Traffic Controller's Licence.

3. Renewal.— The licence may be renewed for a period not exceeding three years from the date of fresh medical examination as specified in clause (c) of paragraph 1.

4. Privileges. — Subject to the validity of licence, the holder of a Student Air Traffic Controller's Licence may perform duty as an air traffic controller in a particular air traffic service unit in order to complete the requirement of on-the-job-training for the purpose of qualifying for endorsement of such rating on his licence:

Provided that he shall perform duty —

(i) at all times under the direct supervision of an authorised instructor rated on that air traffic service unit;
and

(ii) in an air traffic control unit for which he has successfully completed an approved training course.

*[Inserted by GSR No 64(E) dated 3-2-2012; and
Amended by GSR 1089(E) dated 05-11-2018]*

SECTION C

AIR TRAFFIC CONTROLLER'S LICENCE

1. Requirements for issuing licence.— An applicant for an Air Traffic Controller's Licence shall satisfy the following requirements, namely:—

(a) *Age.*— He shall not be less than twenty one years of age on the date of application.

(b) *Educational qualification.*— He shall have passed a degree in Science with Physics and Mathematics or an equivalent examination, from a recognized University, or shall hold a valid Indian Commercial Pilot's Licence.

(c) *Medical fitness.*— He shall hold a valid medical fitness assessment issued by the Director-General as referred to in rule 103.

(d) *Knowledge.*— (i) He shall hold a valid Student Air Traffic Controller's Licence.

(ii) He shall have passed the examination for obtaining at least one rating for a particular air traffic services unit as specified in Sections D, E, F, G, H and J of this Schedule.

(e) *Experience.*— He shall have completed not less than three months of satisfactory service engaged in the actual control of air traffic under the supervision of an appropriately rated air traffic controller.

Explanation.— For the purpose of this clause, the experience specified in Sections D, E, F, G, H and J may be counted as part of the experience required under this Section.

2. Validity.— The licence shall be valid for a period as specified in rule 104.

3. Renewal.— The licence shall be renewed for a period specified in rule 104 subject to the applicant holding a valid medical fitness assessment and at least one valid rating.

4. Privileges.— Subject to the validity of licence, the holder of an Air Traffic Controller's Licence

may perform duty as an air traffic controller in any air traffic services unit which is included in his licence as rating.

*[Inserted by GSR No 64(E) dated 3-2-2012; and
Amended by GSR 1089(E) dated 05-11-2018]*

SECTION D

AERODROME CONTROL RATING

1. Requirements for issuing rating.— An applicant for an Aerodrome Control Rating shall satisfy the following requirements, namely:—

(a) *Knowledge.*— He shall hold either a Student Air Traffic Controller's Licence or an Air Traffic Controller's Licence and shall have demonstrated a level of knowledge by passing the examination in the following subjects in relation to the relevant Aerodrome Control Tower, namely:—

- (i) Aerodrome lay out, physical characteristics and visual aids,
- (ii) Airspace structure,
- (iii) Applicable rules, procedures and source of information,
- (iv) Air navigation facilities,
- (v) Air traffic control equipment and its use,
- (vi) Terrain and prominent landmarks,
- (vii) Characteristics of air traffic,
- (viii) Weather phenomena,
- (ix) Emergency, search and rescue plans and
- (x) Any other subject considered appropriate for the particular Air Traffic Services unit.

(b) *Experience.*— He shall produce a certificate of his having undergone on-the-job training under the supervision of an instructor or authorised Air Traffic Controller's Licence holder for a period of not less than one and a half month, during which at least ninety hours of training has been completed, at the unit for which the rating is sought:

Provided that the Director-General may reduce the period of on-the-job-training, subject to the conditions specified in this regard, for an air traffic controller holding or having held an Aerodrome Control rating for any other aerodrome or any other rating of that aerodrome.

(c) *Skill.*— He shall have been assessed successful by a Board or examiner regarding his skill, judgement and performance to provide a safe, orderly and expeditious aerodrome control service, including the recognition and management of threats and errors and the assessment shall be conducted as soon as possible after the completion of on-the-job training requirement.

2. Validity.— The rating shall become invalid if an air traffic controller has not exercised the privileges of the rating for a period exceeding six months.

3. Revalidation.— The rating shall be revalidated as provided in rule 110.

4. Privileges.— (a) The privileges of the holder of the rating shall be to provide or to supervise the provision of Aerodrome Control Service at the aerodrome for which he is rated.

(b) Before exercising the privileges, the holder of the rating shall be familiar with all pertinent and current information.

*[Inserted by GSR No 64(E) dated 3-2-2012; and
Amended by GSR 1089(E) dated 05-11-2018]*

SECTION E

APPROACH CONTROL PROCEDURAL RATING

1. Requirements for issuing rating.— An applicant for an Approach Control Procedural Rating shall satisfy the following requirements, namely:—

(a) *Knowledge.*— He shall hold an Air Traffic Controller's Licence or a Student Air Traffic Controller's Licence and shall have demonstrated the required level of knowledge by passing the examination at least in the following subjects for Approach Control Unit at a particular place, namely:—

- (i) Airspace structure
- (ii) Applicable rules, procedures and source of information
- (iii) Air navigation facilities
- (iv) Air traffic control equipment and its use
- (v) Terrain and prominent landmarks
- (vi) Characteristics of air traffic and traffic flow
- (vii) Weather phenomena
- (viii) Emergency and search and rescue plans
- (ix) Any other subject considered appropriate for the particular Air Traffic Services unit.

(b) *Experience.*— He shall produce a certificate of his having undergone on-the-job training under the supervision of an instructor or an authorised Air Traffic Controller's Licence holder for a period of not less than three months, during which at least one hundred and eighty hours of training has been completed, at the unit for which the rating is sought:

Provided that the Director-General may reduce the period of on-the-job-training, subject to the conditions specified in this regard, for an air traffic controller holding or having held an Approach Control Procedural Rating for any other aerodrome or any other rating of that aerodrome.

(c) *Skill.*— He shall have been assessed successful by a Board or examiner regarding his skill, judgement and performance to provide a safe, orderly and expeditious approach control service, including the recognition and management of threats and errors and the assessment shall be conducted as soon as possible after the completion of on-the-job training requirement.

2. Validity.— The rating shall become invalid if an air traffic controller has not exercised the privileges of the rating for a period exceeding six months.

3. Revalidation.— A rating shall be revalidated as provided in rule 110.

4. Privileges.— (a) The privileges of the holder shall be to provide or to supervise the provision of Approach Control Service within the airspace jurisdiction of the unit for which he is rated.

(b) Before exercising the privileges, the holder of the rating shall be familiar with all pertinent and current information.

*[Inserted by GSR No 64(E) dated 3-2-2012; and
Amended by GSR 1089(E) dated 05-11-2018]*

SECTION F

APPROACH CONTROL SURVEILLANCE RATING

1. Requirements for issuing rating.— An applicant for an Approach Control Surveillance Rating shall satisfy the following requirements, namely:—

(a) *Knowledge.*— He shall hold an Air Traffic Controller's Licence or a Student Air Traffic Controller's Licence and shall have demonstrated the required level of knowledge by passing examination in at least the following subjects in relation to the area of responsibility at a particular place, namely:—

- (i) Airspace structure
- (ii) Applicable rules, procedures and source of information
- (iii) Air navigation facilities
- (iv) Air traffic control equipment and its use
- (v) Terrain and prominent landmarks
- (vi) Characteristics of air traffic and traffic flow
- (vii) Weather phenomena
- (viii) Emergency and search and rescue plans
- (ix) Principles, use and limitations of applicable Air Traffic Services Surveillance Systems and associated equipment
- (x) Procedures for the provision of Air Traffic Services Surveillance Service, as appropriate, including procedures to ensure appropriate terrain clearance
- (xi) Any other subject considered appropriate for the particular Air Traffic Services unit.

(b) *Experience.*— He shall produce a certificate of his –

- (i) having satisfactorily completed an approved training course on the surveillance system; and
- (ii) having undergone on-the-job training under the supervision of an instructor or authorised Air Traffic Controller's Licence holder for a period of not less than three months, during which at least one hundred and eighty hours of training has been completed, at the unit for which the rating is sought:

Provided that the Director-General may reduce the period of on-the-job-training, subject to the conditions specified in this regard, for an air traffic controller holding or having held an Approach Control Surveillance Rating for any other aerodrome or any other rating of that aerodrome.

(c) *Skill.*— He shall have been assessed successful by a Board or examiner regarding his skill, judgement and performance to provide a safe, orderly and expeditious approach control service, including the recognition and management of threats and errors and the assessment shall be conducted as soon as possible after the completion of on-the-job training requirement.

2. Validity.— The rating shall become invalid if an air traffic controller has not exercised the privileges of the rating for a period exceeding six months.

3. Revalidation.— A rating shall be revalidated as provided in rule 110.

4. Privileges.— (a) The privileges of the holder shall be to provide or to supervise the provision of Approach Control Service with the use of applicable Air Traffic Services surveillance systems for the aerodrome or aerodromes for which he is rated, within the airspace or portion thereof, falling under the jurisdiction of the unit providing Approach Control Service.

(b) Before exercising the privileges, the holder of the rating shall be familiar with all pertinent and current information.

[Inserted by GSR No 64(E) dated 3-2-2012; and Amended by GSR 1089(E) dated 05-11-2018]

SECTION G

AREA CONTROL PROCEDURAL RATING

1. Requirements for issuing rating.— An applicant for an Area Control Procedural Rating shall satisfy the following requirements, namely:—

- (a) *Knowledge.*— He shall hold an Air Traffic Controller's Licence or a Student Air Traffic

Controller's Licence and shall have demonstrated the required level of knowledge by passing the examination in the following subjects in relation to the relevant Area Control Unit, namely:–

- (i) Airspace structure
- (ii) Applicable rules, procedures and source of information
- (iii) Air navigation facilities
- (iv) Air traffic control equipment and its use
- (v) Terrain and prominent landmarks
- (vi) Characteristics of air traffic and traffic flow
- (vii) Weather phenomena
- (viii) Emergency and search and rescue plans
- (ix) Any other subject considered appropriate for the particular Air Traffic Services unit.

(b) *Experience.*– He shall produce a certificate of his having undergone on-the-job training under the supervision of an instructor or authorised Air Traffic Controller licence holder for a period of not less than three months, during which at least one hundred and eighty hours of training has been completed, for the unit for which the rating is sought:

Provided that the Director-General may reduce the period of on-the-job-training, subject to the conditions specified in this regard, for an air traffic controller holding or having held an Area Control Procedural Rating for any other aerodrome or any other rating of that aerodrome.

(c) *Skill.*– He shall have been assessed successful by a Board or examiner regarding his skill, judgement and performance to provide a safe, orderly and expeditious area control service, including the recognition and management of threats and errors and the assessment shall be conducted as soon as possible after the completion of on-the-job training requirement.

2. Validity.– The rating shall become invalid when an air traffic controller has not exercised the privileges of the rating for a period exceeding six months.

3. Revalidation.– A rating shall be revalidated as provided in rule 110.

4. Privileges.– (a) The privileges of the holder shall be to provide or to supervise the provision of Area Control Service within the airspace jurisdiction of the control area or portion thereof for which he is rated.

(b) Before exercising the privileges, the licence holder shall be familiar with all pertinent and current information.

*[Inserted by GSR No 64(E) dated 3-2-2012; and
Amended by GSR 1089(E) dated 05-11-2018]*

SECTION H

AREA CONTROL SURVEILLANCE RATING

1. Requirements for issuing rating – An applicant for an Area Control Surveillance Rating shall satisfy the following requirements, namely:–

(a) *Knowledge.*– He shall be the holder of an Air Traffic Controller's Licence or an Student Air Traffic Controller's Licence and shall have demonstrated the required level of knowledge by passing the examination in at least the following subjects in relation to the area of responsibility of the particular unit, namely:–

- (i) Airspace structure
- (ii) Applicable rules, procedures and source of information
- (iii) Air navigation facilities
- (iv) Air traffic control equipment and its use
- (v) Terrain and prominent landmarks

- (vi) Characteristics of air traffic and traffic flow
- (vii) Weather phenomena
- (viii) Emergency and search and rescue plans
- (ix) Principles, use and limitations of applicable Air Traffic Services Surveillance Systems and Associated equipment
- (x) Procedures for the provision of Air Traffic Services Surveillance Service, as appropriate, including procedures to ensure appropriate terrain clearance
- (xi) Any other subject considered appropriate for the particular Air Traffic Services unit.

(b) *Experience.*— He shall produce a certificate of his having –

- (i) satisfactorily completed an approved training course on the surveillance system;
- (ii) undergone on-the-job training under the supervision of an instructor or authorised Air Traffic Controller's Licence holder for a period of not less than three months, during which at least one hundred and eighty hours of training has been completed, at the unit for which the rating is sought:

Provided that the Director-General may reduce the period of on-the-job-training, subject to the conditions specified in this regard, for an air traffic controller holding or having held an Area Control Surveillance Rating for any other aerodrome or any other rating of that aerodrome.

(c) *Skill.*— He shall have been assessed successful by a Board or examiner regarding his skill, judgement and performance to provide a safe, orderly and expeditious area control service, including the recognition and management of threats and errors and the assessment shall be conducted as soon as possible after the completion of on-the-job training requirement.

2. Validity.— The rating shall become invalid when an air traffic controller has not exercised the privileges of the rating for a period exceeding six months.

3. Revalidation.— A rating shall be revalidated as provided in rule 110.

4. Privileges.— (a) The privileges of the holder shall be to provide or to supervise the provision of Area Control Service with the use of applicable air traffic services surveillance systems, within the control area or portion thereof, for which the licence holder is rated.

(b) Before exercising the privileges, the licence holder shall be familiar with all pertinent and current information.

[Inserted by GSR No 64(E) dated 3-2-2012; and Amended by GSR 1089(E) dated 05-11-2018]

SECTION I

Omitted

[Inserted by GSR No 64(E) dated 3-2-2012; and Amended by GSR 1089(E) dated 05-11-2018]

SECTION J

OCEANIC CONTROL RATING

1. Requirements for issuing rating.— An applicant for an Oceanic Control Rating shall satisfy the following requirements, namely:—

(a) *Knowledge.*— He shall be the holder of an Air Traffic Controller's Licence or a Student Air Traffic Controller's Licence and shall have demonstrated a level of knowledge by passing the examination at least in the following subjects for an Oceanic Control Unit in the area of his responsibility at a particular place, namely:—

- (i) Airspace structure
- (ii) Applicable rules, procedures and source of information
- (iii) Air navigation facilities
- (iv) Air traffic control equipment and its use
- (v) Principles, uses and limitations of surveillance systems if any and associated equipment
- (vi) Terrain and prominent landmarks
- (vii) Characteristics of air traffic and traffic flow
- (viii) Weather phenomena
- (ix) Emergency and search and rescue plans
- (x) Any other subject considered appropriate for the particular Air Traffic Services unit.

(b) *Experience.*— He shall produce a certificate of his having —

- (i) satisfactorily completed an area control training course;
- (ii) undergone on-the-job training under the supervision of an instructor or authorised Air Traffic Controller for a period of not less than three months during which at least one hundred and eighty hours of training has been completed, at the unit for which the rating is sought:

Provided that the Director-General may reduce the period of on-the-job-training, subject to the conditions specified in this regard, for an air traffic controller holding or having held an Oceanic Control Rating for any other aerodrome or any other rating of that aerodrome.

(c) *Skill.*— He shall have been assessed successful by a Board or examiner regarding his skill, judgement and performance to provide a safe, orderly and expeditious air traffic control service, including the recognition and management of threats and errors in the Oceanic Control Center and the assessment shall be conducted as soon as possible after the completion of on-the-job training requirement.

2. Validity.— The rating shall become invalid when an air traffic controller has not exercised the privileges of the rating for a period exceeding six months.

3. Revalidation.— A rating shall be revalidated as provided in rule 110.

4. Privileges.— (a) The privileges of the holder shall be to provide or to supervise the provision of Oceanic Control Service within the airspace jurisdiction of Oceanic Control or portion thereof for which the licence holder is rated.

(b) Before exercising the privileges, the licence holder shall be familiar with all pertinent and current information.

*[Inserted by GSR No 64(E) dated 3-2-2012; and
Amended by GSR 1089(E) dated 05-11-2018]*