
GACAR PART 64 – AIR TRAFFIC SERVICES PERSONNEL LICENSING AND RATINGS

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SUBPART A – GENERAL

§ 64.1 Applicability.

(a) This part prescribes the requirements for issuing and maintaining ATS licenses, associated ratings, unit endorsements, authorizations, their privileges and limitations for applicants exercising these privileges at Air traffic Service (ATS) Units and/or Approved Training Organizations.

(b) The applicants meeting the requirements of this part may be granted the following licenses, associated ratings, unit endorsements, and/or authorizations:

(1) Applicants who are operating at an ATS unit:

- (i) Student Air Traffic Controller license.
- (ii) Air Traffic Controller Officer (ATCO) license.
- (iii) Student Aerodrome Flight Information Service Officer (AFISO) license.
- (iv) Aerodrome Flight Information Service Officer (AFISO) License.
- (v) Flight Information Service Officer (FISO) License.
- (vi) Air Traffic Control Instructor (ATCI) endorsement.
- (vii) Flight Information Service Instructor (FISI) endorsement.
- (viii) ATC On-the-Job Training Instructor (OJTI) endorsement.
- (ix) Flight Information Service (FIS) OJT Instructor endorsement.
- (x) Synthetic Training Device Instructor (STDI) endorsement.
- (xi) ATC Assessor endorsement.
- (xii) FIS Assessor endorsement.

(2) Applicants who are active at an Approved Training Organizations:

- (i) Air Traffic Control Instructor (ATCI) authorization.
- (ii) Air Traffic Control (ATC) Assessor authorization.
- (iii) Synthetic Training Device Instructor (STDI) authorization.

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§ 64.3 Medical Certificates and Limitation.

(a) Requirement.

- (1) Except as provided in paragraph (c) of this section, a person may exercise the privileges of licenses, associated ratings and authorizations only if that person holds a valid Class 3 medical certificate issued under GACAR Part 67.
- (2) The medical certificate must be in that person's physical possession or readily available at their place of work.

(b) Duration of a medical certificate.

The validity period for the required medical certificate is established as follows:

- (1) Under age 40th birthday on the date of most recent examination for medical certificate - validity period is 48 months from the date of examination shown on the medical certificate. A medical certificate issued for a person at the age between 37 and 39 will only be valid until the 40th birthday.
- (2) Age 40 until 50th birthday, on the date of most recent examination for medical certificate - validity period is 24 months from the date of examination shown on the medical certificate. A medical certificate issued for a person at the age of 49 will only be valid until the 50th birthday.
- (3) Over 50th birthday on the date of most recent examination for medical certificate - validity period is 12 months from the date of examination shown on the medical certificate.
- (4) The period of validity of a medical certificate stated under paragraphs (b)(1), (b)(2) and (b)(3) may be extended up to 45 days.

(c) Exceptions to medical certificate requirements.

A person is not required to meet the requirements of paragraph (a) of this section if:

- (1) That person is exercising the privileges of an air traffic controller instructor authorization at an Approved Training Organization.
- (2) That person is applying for a FISO license in accordance with § 64.507 (b) when approved by the President.
- (3) That person is exercising the privileges of Synthetic Training Device Instructor

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endorsement.

(d) Prohibition on operations during medical deficiency.

No person who holds a medical certificate issued under GACAR Part 67 may act as an air traffic controller or a FISO while that person—

- (1) Knows or has reason to know of any medical condition that would result in them being unable to meet the requirements for the medical certificate,
- (2) Is taking medication or receiving other treatment for a medical condition that results in them being unable to meet the requirements for the medical certificate, or
- (3) Knows of a physical deficiency or a deterioration in a physical deficiency that results in them being unable to meet the requirements for the medical certificate.

(e) Failure to meet medical fitness: If an applicant for a medical certificate has been assessed as unfit or a limitation has been placed on their medical certificate, they may request a second review or appeal of the medical decision in accordance with SUBPART I of GACAR Part 13 requirements.

(f) Pregnancy:

- (1) In the event of pregnancy, an applicant may continue to exercise her privileges until the end of the 26th week of gestation only if the aviation medical examiner (AME) designated in accordance with GACAR Part 183 considers that she is fit to do so as per GACAR Part 67.
- (2) An applicant may resume exercising her privileges after recovery following the end of the pregnancy.

§ 64.5 Requirements for Licenses, Ratings, and Endorsements.

(a) License.

No person may exercise the privileges of a license, issued under this part unless that person has in their physical possession or readily accessible at their workstation—

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- (1) A current and valid license issued under this part endorsed with the required rating(s) and unit endorsement(s).
- (2) Except as provided in § 64.3 (c)(2), a current Class 3 medical assessment certificate, and
- (3) For ATCOs, AFISOs and FISOs assessed as Level 4, Level 5 or Level 6 in English language proficiency, a current English language proficiency certificate indicating the next retest date, if applicable, as established under Appendix A to GACAR Part 61, or
- (4) In case of a replacement of a lost or destroyed license, a temporary license issued in accordance with the requirements of §64.17.

(b) Inspection of license.

Each person who holds a license, medical certificate, or an English language proficiency certificate required by this part must present it, and provide the necessary access to its related records for inspection upon a request from—

- (1) The President,
- (2) An authorized representative of the National Transport Safety Center (NTSC), or
- (3) Any law enforcement agency in the Kingdom of Saudi Arabia.

(c) GACA's powers in respect of licenses, ratings, endorsements, etc.

GACA may cancel or suspend a license, rating, endorsement, or qualification if the holder:

- (1) Has violated a provision of these Regulations; or
- (2) Does not meet requirements of, or under, these Regulations in relation to obtaining or maintaining the license, rating, endorsement, or qualification; or
- (3) Has failed in his or her duty in a way that adversely affects the safe navigation or operation of an aircraft.

§ 64.7 Offenses Involving Psychoactive Substances.

(a) A conviction for the violation of any law relating to psychoactive substances is grounds for—

- (1) Denial of an application for any license, rating, or unit endorsement issued under this part

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for a period of up to one year after the date of final conviction or

(2) Suspension or revocation of any license, rating or unit endorsement issued under this part.

(b) A refusal to submit to a test to indicate the presence of psychoactive substances in the body, when requested by an authorized Government representative is grounds for—

(1) Denial of an application for any license, rating, or unit endorsement issued under this part;
or

(2) Suspension or revocation of any certificate, rating, or unit endorsement issued under this part.

(c) Any test information obtained by the President under paragraph (b) of this section may be evaluated in determining a person's qualifications for any license or possible violations and may be used as evidence in any legal proceeding under the Civil Aviation Law.

§ 64.9 License Assessments and Examinations: General Procedure.

(a) Each Air Traffic Services provider must notify the President 45 days prior to completion of the unit training for the student or trainee air traffic controllers, to allow the designation of ATC assessors/Examiners and scheduling of assessments and examinations.

(b) The assessments and examinations prescribed by or under this part as part of an individual's licensing requirements are conducted by ATC or FIS assessors/examiners designated by the President and must be subject to coordination with the Air Traffic Services provider certified under GACAR Part 171.

(c) The assessments and examinations conducted by ATC or FIS assessors/examiners designated by the President must be subject of an application made to the President at least 30 days prior to the requested date.

Note: The assessments and examinations for the award of an initial unit endorsement may be attended by a representative of the President.

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§ 64.11 Written Exams: Cheating or Other Unauthorized Conduct.

During a written exam, no person may—

- (a) Copy, or intentionally remove, a written exam under this part.
- (b) Give to another person, or receive from another person, any part or copy of that exam.
- (c) Give help on that exam to, or receive help on that exam from, any person during the period that test is being given.
- (d) Take any part of that exam on behalf of another person.
- (e) Use any material or electronic device during the period that exam is being given; or
- (f) Intentionally cause, assist, or participate in any act prohibited by this paragraph.

§ 64.13 Re-assessment after Failure.

(a) Licenses and Ratings.

Unless authorized by the President, an applicant for a written or oral examination or practical assessment for a license and rating, or for an additional rating under this part, may not apply for retesting until at least 30 days have elapsed. The applicant for retesting must present a signed statement from an ATCI or an OJTI exercising his/her privileges at an ATS Unit and holding the rating sought by the applicant, certifying that he/she has given the applicant additional instruction/ training in each of the subjects failed and that he/she considers the applicant ready for retesting.

(b) Unit endorsements.

Unless authorized by the President, an applicant failing a unit endorsement practical assessment,

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will not be permitted to retake the test until at least 30 days have elapsed, or such shorter time period as may be agreed by the President, subject to the applicant demonstrating that remedial training has been successfully undertaken. The applicant must present a signed statement from an OJTI holding the unit endorsement sought by the applicant, certifying that he/she has given the applicant additional instruction/training in each of the subjects failed and that he considers the applicant ready for re-assessment.

(c) Language proficiency assessment.

Unless authorized by the President, an applicant for the first time or licensed controller failing to achieve level 4 in accordance with ICAO English Language Proficiency scale in any of the 6 areas of language proficiency as defined under appendix A to GACAR Part 61 must not be permitted to retake the assessment until the applicant demonstrates that remedial training has been successfully undertaken. The applicant must present a signed statement from a designated English Language Proficiency Testing Center (ELPTC) certifying that they have given the applicant additional linguistic training and that they consider the applicant ready for re-assessment.

§ 64.15 Change of Name or Address.

(a) An application to change the name on a license issued under this part must be accompanied by —

- (1) The applicant's license; and
- (2) A legal document verifying the name change.

(b) The documents in paragraph (a) of this section will be returned to the applicant after verification.

(c) The holder of a license issued under this part who has made a change in permanent national address may not, after 30 days from that date, exercise the privileges of the license unless he/she has notified the General Authority of Civil Aviation (GACA) in writing of his/her new permanent residential address.

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§ 64.17 Replacement of Lost or Destroyed License.

(a) An application for a replacement of a lost or destroyed license must be made in writing to the President. The application must—

(1) Contain the name in which the license was issued, the permanent residential/ mailing address, date and place of birth of the license holder, and any available information regarding the grade, number, and date of issue of the license, the ratings on it, and any authorizations attached to the license; and

(2) Be accompanied by evidence of payment of the applicable fee in accordance with the Implementation Regulation of the Civil Aviation Tariff Act.

(b) A person whose license, issued under this part, has been lost may obtain a letter from the President confirming that it was issued. The letter may be carried as a temporary license for a period not exceeding 60 working days pending the receipt of a duplicate license, unless he/she has been notified that the license has been suspended or revoked. The request for such a letter may be made in writing, stating the date upon which a duplicate license was requested, or including the request for a duplicate and evidence of payment of the applicable fee in accordance with the Implementation Regulation of the Civil Aviation Tariff Act.

§ 64.19 Assessments for Previous Competence.

(a) The holder of an air traffic controller license who has not started exercising the privileges of a specific rating endorsement within six months from the date of its issuance may only start the Unit Training Plan for that rating after an assessment of his/her previous competence, conducted by an Approved Training Organization certified under GACAR Part 144 to provide initial training relevant to the rating, as to whether he/she continues to satisfy the requirements relevant to that rating, and after satisfying any training requirements resulting from this assessment.

(b) The holder of a rating who has interrupted exercising the privileges associated with that rating for a period of two or more consecutive years may only start Unit Training Plan in that rating after assessment of previous competence, conducted by an Approved Training Organization certified under GACAR Part 144 to provide training relevant to the rating, as to whether the person concerned continues to satisfy the conditions of that rating, and after satisfying any training requirements resulting from this assessment.

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(c) The holder of a student air traffic controller license who has not started exercising the privileges of that license within six months from the date of its issue or has interrupted exercising those privileges for a period of more than six months may only start or continue the Unit Training Plan in that rating after an assessment of his/her previous competence, conducted by an Approved Training Organization certified under GACAR Part 144 to provide initial training relevant to the rating, as to whether he/she continues to satisfy the requirements relevant to that rating, and after satisfying any training requirements resulting from this assessment.

§ 64.21 English Language Proficiency Assessment and Training.

(a) The English Language proficiency assessments must be conducted in accordance with ICAO provisions through a method of assessment approved by the President, which must, contain:

- (1) The process by which an assessment is done.
- (2) The qualifications of the assessors.
- (3) The appeals procedure.

(b) The English Language proficiency assessment organizations must comply with the requirements established by the President.

(c) Each Air Traffic Services provider must make available English language proficiency training to maintain the required level of language proficiency and ensure that air traffic controllers:

- (1) Have English language proficiency endorsement equivalent to or greater than Operational Level (level 4).
- (2) Continue to maintain their language skills when they are not providing ATS services on a regular basis or during low level traffic periods.

(d) Holders of a student ATC license or ATC license, must be able to read, speak, write, and understand the English language equivalent to or greater than the Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale as prescribed in Appendix A to GACAR Part 61.

(e) As of 31 December 2025, all OJTIs, STDIs, ATCIs, Assessors, whether at ATSU or ATOs must be able to read, speak, write, and understand the English language equivalent to or greater than the Extended Level (Level 5) of the ICAO Language Proficiency Rating Scale in pronunciation,

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structure, vocabulary, fluency, comprehension, and interaction as prescribed in Appendix A to GACAR Part 61.

(f) The English language proficiency of all personnel in paragraphs (e) and above who demonstrate proficiency below the Expert Level (Level 6) must be formally evaluated and undergo recurrent evaluation of their English language proficiency as follows:

- (1) Those demonstrating English language proficiency at the Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale must be evaluated at least once every three years.
- (2) Those demonstrating English language proficiency at the Extended Level (Level 5) of the ICAO Language Proficiency Rating Scale must be evaluated at least once every six years.
- (3) Formal evaluation is not required for applicants who demonstrate expert English language proficiency (Level 6), e.g., native, and very proficient non-native speakers with a dialect or accent intelligible to the international aeronautical community.

(g) An applicant who holds an English language proficiency certificate issued by a foreign ATC Training organization, must undergo an assessment of his/her language proficiency at a designated English Language Proficiency Testing Center (ELPTC) as prescribed under GACAR Part 183.

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SUBPART B – ISSUANCE OF LICENSES AND AUTHORIZATIONS

§ 64.101 Application and Issue.

(a) An application for a license, rating, or unit endorsement under this part must be made on a form and in a manner prescribed by the President. Each person who applies for a license, rating, or unit endorsement issued under this part must provide evidence that the fee prescribed in the Implementation Regulation of the Civil Aviation Tariff Act has been paid.

(b) An applicant for License, Rating or Unit Endorsement, must satisfy the following:

- (1) Hold a current Medical Certificate issued in accordance with the requirements of GACAR Part 67, except as specified in paragraph § 64.507 (b).
- (2) Hold a current Level (4) or higher in English Language Proficiency (ELP) in accordance with the requirements of GACAR Part 64 §64.21 and Appendix A of GACAR Part 61.
- (3) Successfully completed the initial training of the relevant rating(s).
- (4) Successfully completed the Unit Training Plan delivered by an Air Traffic Services provider certified under GACAR Part 171.

(c) An applicant for Assessor authorization who satisfies the requirement of subpart H of this part will be granted the appropriate authorizations.

(d) Unless approved by the President, a person whose license is suspended may not apply for any rating or unit endorsement to be added to that license during the period of suspension.

(e) Unless the conditions of revocation provide otherwise, a person whose license is revoked may not apply for the same kind of license for 1 year after the date of revocation.

Note: The responsibilities and obligations of an ATS provider for checks that Air Traffic Controller Officers (ATCOs) are defined under GACAR Part 171 §171.61.

§ 64.103 Temporary License.

When deemed necessary by the President, an applicant who meets the requirements in § 64.101 (b) may be issued a temporary license, rating, or unit endorsement effective for a period of 120 days. This period may be extended by the President in special cases.

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§ 64.105 Validity of License, Rating, Unit Endorsement, and Authorizations.

(a) Unless suspended or revoked, ATC licenses issued under this Part must be valid for the lifetime of the holder provided that the privileges granted by those licenses cannot be exercised unless the holder has a current medical assessment, maintains competency and meets the requirements for recent experience as prescribed in § 64.319.

(b) Unless suspended or revoked, a Student ATC license, and Student Aerodrome Flight Information Service (AFIS) license are valid for twelve months.

(c) Unless suspended or revoked, a rating is valid for five years subject to the following conditions:

- (1) The license holder has a current medical certificate issued in accordance with the requirements of GACAR Part 67; except as specified under paragraph § 64.507 (b).
- (2) Holds a current Level (4) or higher in English Language Proficiency (ELP) in accordance with the requirements of GACAR Part 64 §64.21 and Appendix A GACAR Part 61.
- (3) The requirements of the previous paragraphs (1) and (2) are not applicable for a holder who is exercising the privileges of his rating at an ATS Unit as the validity of the rating is associated with the validity of the unit endorsement as defined under § 64.105 (d)

(d) Subject to the requirements of §64.319, a Unit endorsement issued under this part is valid for twelve months, if the following conditions are met:

- (1) The holder has a current medical certificate issued in accordance with the requirements of GACAR Part 67; except as specified under paragraph § 64.507 (b).
- (2) The holder has a current Level (4) or higher in English Language Proficiency (ELP) in accordance with the requirements of GACAR Part 64 §64.21 and Appendix A of GACAR Part 61.
- (3) The holder has complied with the requirements of currency and proficiency prescribed under §64.327.

(e) The holder of a license issued under this part that is suspended, revoked, or no longer valid must return the original copy to the President.

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§ 64.107 Revalidation of Rating & Unit Endorsements.

(a) A rating endorsement is not valid when:

- (1) 5 years have elapsed from the time the holder of a rating has ceased to exercise the privileges of that rating.
- (2) The rating endorsement holder has failed to maintain a current medical certificate issued in accordance with the requirements of GACAR Part 67; except as specified under paragraph § 64.507 (b).
- (3) The rating endorsement holder has failed to maintain a current ELP Certificate.

(b) An expired rating endorsement may be revalidated during the last 5-year period as defined under § 64.107 (a) (1) under the following conditions:

- (1) The holder must:
 - (i) submit his/her application through a certified ATS provider and:
 - (ii) provide the original ATC license.
 - (iii) provide proof of Class 3 medical fitness in accordance with GACAR Part 67,
 - (iv) provide proof of ICAO English Language proficiency level 4 or higher from a designated English Language Proficiency Testing Center (ELPTC) as prescribed under GACAR Part 183.
 - (v) undertake an assessment of previous competence as follows:
 - (A) if the elapsed time since the expiry date is less than 12 months, the assessment must be conducted by an ATC assessor and the holder must complete any training requirements resulting from this assessment;
 - (B) if the elapsed time is more than 12 months and less than 2 years, the assessment must be conducted by an ATC assessor and the holder must complete any training requirements resulting from this assessment and undergo an On-the-Job-Training period of at least 45 hours for an aerodrome rating, 60 hours for an area control rating, and 90 hours for an approach rating.
 - (C) if the elapsed time is more than 2 years and less than 5 years, the assessment must be conducted by an approved training organization certified under GACAR Part 144 and the holder must satisfy any training requirements resulting from this assessment and successfully complete the Unit Training Plan; as prescribed under subpart D in this GACAR.

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(D) if the elapsed time is 5 years or more, the assessment must be conducted by an approved training organization certified under GACAR Part 144 and the holder must successfully complete the initial training and the Unit Training Plan; as prescribed under subpart D of this GACAR.

(c) A unit endorsement and rating endorsements may be revalidated during a three-month period prior to the expiry date, if the holder complies with the following:

- (1) Has exercised the privileges of the unit endorsement and rating endorsements for a minimum number of hours as defined in the Unit Competence Scheme (UCS) and has submitted a copy of the ATC training hours record or any other related evidence showing the number of hours on working positions during the exercise of the privileges of his/her rating.
- (2) Has undertaken refresher training within the validity period of the unit endorsement according to the Unit Competence Scheme.
- (3) Has successfully undertaken a competence assessment in accordance with the Unit Competence Scheme (UCS).
- (4) Complies with the validity conditions as defined under §64.105.
- (5) Provides proof that the appropriate fee has been paid in accordance with the implementation regulation of the Civil Aviation Tariff Act.

Note: Application for revalidation and renewal of ratings, unit endorsements together with all relevant certificates and/or documents supporting the application may be submitted by secure electronic means.

§ 64.109 Reinstatement of License.

(a) The holder of an ATC license that is suspended by the President for a period:

- (1) Less than 90 days may apply for re-instatement of that license.
- (2) More than 90 days may not apply for reinstatement of that license and must satisfy the requirements of this part for original issuance of an AFIS/FIS license or an ATC license and any associated rating(s).

(b) An application for re-instatement must be accompanied by—

- (1) Evidence that the appropriate fee has been paid in accordance with the Implementation

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Regulation of the Civil Aviation Tariff Act; and

(2) Evidence that the applicant is able to read, speak, write, and understand the English language equivalent to or greater than Operational Level (Level 4) in accordance with the requirements of § 64.21.

(c) The holder of a suspended license applying for reinstatement may not exercise the privileges of that license until the reinstated license is issued.

(d) If the holder fails to apply for reinstatement of that license within 2 years after the date of suspension, they may not apply for reinstatement of that license, and must satisfy the requirements of this part for original issuance of an AFIS/FIS license or an ATC license and any associated rating(s).

§ 64.111 Validation and Conversion of Foreign Licenses and Ratings:

(a) Each holder of approved initial training certificates from a training organization certified by a Contracting State, who wish to apply for student ATC license under this part, must submit his/her application through a certified ATS provider and satisfy the following:

(1) Provide a certified copy of the original License.

(2) Undertake an assessment of previous competence conducted by an approved training organization certified under GACAR Part 144 and after satisfying any training requirements resulting from this assessment.

(3) Provide proof of class 3 medical certificate from a medical examiner accredited by the President, and,

(4) Provide proof of ICAO English Language Proficiency level 4 or higher from a designated English Language Proficiency Testing Center (ELPTC) as prescribed under GACAR Part 183.

(b) Each holder of approved initial training certificates from a GACA recognized foreign Approved Training Organization certified by a Contracting State who wishes to apply for student ATC license under this part, must submit his/her application through a certified ATS provider and satisfy the following:

(1) Successfully complete a written and oral examination with a minimum pass mark of 75% conducted by an Approved Training Organization certified under GACAR Part 144.

(2) Provide proof of class 3 medical fitness from an accredited medical examiner by the

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President,

(3) Provide proof of ICAO English Language proficiency level 4 or higher from a designated English Language Proficiency Testing Center (ELPTC) as prescribed under GACAR Part 183.

(c) Each holder of a student ATC license, issued by a Contracting State having an agreement with GACA on mutual recognition of licenses, who wishes to apply for an equivalent student ATC license under this part, must submit his/her application through a certified ATS provider and provide the original student ATC license that may be exchanged by a student license issued by GACA.

(d) Each holder of a student ATC license, issued by a Contracting State with no agreement with GACA on mutual recognition of licenses, who wishes to apply for an equivalent student ATC license under this part may be granted a GACA student ATC license, if he/she submits his/her application through a certified ATS provider and complies with the following:

(1) Provides the original student ATC license.

(2) Provides proof of class 3 medical fitness from an accredited medical examiner by the President,

(3) Successfully completes a written and oral examination with a minimum pass mark of 75% conducted by an Approved Training Organization certified under GACAR Part 144.

(4) Provides proof of ICAO English Language proficiency level 4 or higher from a designated English Language Proficiency Testing Center (ELPTC) as defined under GACAR Part 183.

(e) Each holder of an ATC license with a valid ATC rating issued by Contracting State having an agreement with GACA on mutual recognition of licenses, who seeks a unit endorsement at an ATS Unit, must submit his/her application through a certified ATS provider and comply with the following:

(1) Provide the original ATC license.

(2) Provide proof of class 3 medical fitness from an accredited medical examiner by the President,

(3) Provide proof of ICAO English Language proficiency level 4 or higher from a designated English Language Proficiency Testing Center (ELPTC) as defined under GACAR Part 183.

(4) Successfully completed a written and oral examination with a minimum pass mark of 75% conducted by a certified ATS provider.

(5) Satisfy unit endorsement requirements as defined under Subpart D of this part.

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(f) Each holder of an ATC license issued by a Contracting State who wishes to seek a unit endorsement at an ATS Unit, must submit his/her application through a certified ATS provider and comply with the following:

- (1) Provide the original ATC license.
- (2) Provide proof of class 3 medical fitness from an accredited medical examiner by the President,
- (3) Provide proof of ICAO English Language proficiency level 4 or higher from a designated English Language Proficiency Testing Center (ELPTC) as defined under GACAR Part 183.
- (4) Undertake an assessment of previous competence conducted by an approved training organization certified under GACAR Part 144 and after satisfying any training requirements resulting from this assessment.
- (5) Satisfy unit endorsement requirements as defined under Subpart D of this part.

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SUBPART C – STUDENT AIR TRAFFIC CONTROLLERS

§ 64.201 Applicability.

This subpart prescribes the requirements for the issuance of a student ATC license, the conditions under which this license is necessary, and the privileges and limitations for the holders of this license.

§ 64.203 Eligibility.

To be eligible for a student ATC license a person must—

- (a) Be at least 18 years of age.
- (b) Be able to read, speak, write, and understand the English language equivalent to or greater than Operational Level (Level 4) of the ICAO English Language Proficiency in accordance with Appendix A to GACAR Part 61.
- (c) Hold a current Class 3 medical certificate issued under GACAR Part 67.
- (d) Have graduated from high school.
- (e) Have successfully completed initial training provided by an Approved Training Organization certified under GACAR Part 144 or a certified by a Contracting State subject to compliance with the requirement of §64.111.
- (f) Have successfully passed examinations on his/her knowledge conducted by the ATS Unit where the student is assigned.
- (g) Apply for a student license within 30 days from the date of his/her assignment to an ATS Unit.
- (h) Comply with security requirements at the ATS unit.

Note: A copy of the personal Identification Card allowing the applicant to access the ATS Unit facility may be considered as evidence on the compliance with the security requirements.

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(i) The training of an ATC student must start within 6 months from the date of his/her graduation from an Approved Training Organization certified under GACAR Part 144.

§ 64.205 Privileges and Limitations.

(a) Subject to the conditions and limitations in paragraph (b) of this section the holder of a student ATC license—

(1) May provide an ATC service under the supervision of an Air Traffic Control (ATC) On the Job Training Instructor (OJTI) who holds a valid rating appropriate to the air traffic service being provided. The ATC service being provided under supervision must be in a rating discipline for which the student ATC license holder has successfully completed an approved course of initial training.

(2) May undertake a familiarization course within an ATS unit under the supervision of an OJTI who holds a valid rating and endorsement appropriate to the air traffic service being provided.

(b) Each holder of a student ATC license undertaking on-the-job training must ensure that he/she—

(1) Does not provide an ATC service in a rating discipline for which he/she has not successfully completed an approved initial training under GACAR Part 144, or initial training approved by a Contracting State subject of compliance with the requirements of §64.111.

(2) Is familiar with all pertinent and current information.

(3) Undergoes recurrent evaluation of their English language proficiency at intervals specified in Appendix A to GACAR Part 61; and

(4) Complies with the provisions of Subpart F of GACAR Part 171 for the regulation of ATCO fatigue management.

(5) Is not under the influence of any psychoactive substance or suffering from any illness or injury to an extent that may endanger the safety of aircraft to which an air traffic service is being provided.

§ 64.207 Air Traffic Service Training Hours Record.

(a) Each holder of a student ATC license must ensure that—

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- (1) His/her air traffic service training and experience is recorded by the supervising OJTI in a training hours record acceptable to the President; and
 - (2) Before submitting his/her record in support of any application for a license or rating, the supervising OJTI signs below the last entry to certify correctness of the entries.
- (b) A student ATC license holder exercising the privileges of his/her license while not complying with any applicable requirement of this part must not credit that time for any purpose.

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SUBPART D – AIR TRAFFIC CONTROLLERS

§ 64.301 Applicability.

This subpart prescribes the requirements for the issuance of an ATC license and associated ratings and unit endorsements, the conditions under which those licenses, ratings and endorsements are necessary, and the privileges and limitations for the holders of those licenses, ratings, and unit endorsements.

§ 64.303 Required License, Ratings, and Endorsements.

(a) No person may act as an ATCO in connection with civil aircraft unless he/she—

- (1) Holds an ATC license and appropriate rating(s) issued to him/her under this subpart; and
- (2) Holds a unit endorsement(s) for that ATS unit or has qualified for the ATC sector(s) and/or operational position(s) at which he/she acts.

(b) An air traffic controller must hold at least one of the rating endorsements listed in §64.309.

§ 64.305 Eligibility Requirements for an ATC License: General.

To be eligible for an ATC license a person must provide proof of meeting the requirements of this section, and the requirements for at least one of the air traffic controller ratings listed under section § 64.309. The applicant must —

a) Be at least 21 years of age.

b) Be able to read, speak, write, and understand the English language equivalent to or greater than Operational Level (Level 4) of the ICAO English Language Proficiency in accordance with Appendix A to GACAR Part 61.

c) Hold a current Class 3 medical certificate issued under GACAR Part 67.

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- d) Have successfully graduated from high school.

- e) Knowledge: have passed examinations relevant to the duties of an air traffic controller, in subject areas as prescribed in Appendix A GACAR Part 144.

- f) Have successfully completed the UTP and met the practical experience and training requirements prescribed in GACAR §64.307.

- g) Provide the original copy of student ATC license.

Note: The President may designate a representative to attend the final assessment of competence for the issuing of an ATC license and unit endorsement.

§ 64.307 Practical Experience Requirements for a License.

An applicant for an ATC license must:

- (a) Hold an Initial Training graduation certificate issued by an approved training organization certified under GACAR Part 144, or from a foreign Training Organization certified by a Contracting State subject to compliance with the requirements of §64.111, and

- (b) Have demonstrated the required competence, having accomplished not less than three months of satisfactory service engaged in the actual control of air traffic under the supervision of an air traffic control (ATC) on-the-job training instructor (OJTI). The experience requirements specified for air traffic controller ratings in § 64.313 and § 64.315 may be credited as part of the experience specified in this paragraph.

§ 64.309 Air Traffic Controller Ratings.

Air traffic controller ratings comprise the following categories:

- (a) Aerodrome control rating.

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(b) Approach control procedural rating.

(c) Approach control surveillance rating.

(d) Area control procedural rating; and

(e) Area control surveillance rating.

§ 64.311 Knowledge Requirements for Air Traffic Controller Ratings.

An applicant for a rating must have passed a knowledge examination relevant to the privileges of the rating, in the following subject areas:

(a) *Aerodrome control rating*

(1) *Conventional tower*—

- (i) Aerodrome layout, physical characteristics, and visual aids.
- (ii) Airspace structure.
- (iii) Applicable rules, procedures, and source of information.
- (iv) Relevant air navigation facilities.
- (v) ATC equipment and its use.
- (vi) Terrain and prominent landmarks.
- (vii) Characteristics of air traffic.
- (viii) Relevant weather phenomena; and
- (ix) Emergency, and search and rescue plans.

(2) *Remote aerodrome ATS (Single mode operation)* —

In addition to the above, the following additional knowledge is required:

- (i) Remote aerodrome Air Traffic Service operations (Operational applications, Remote Tower Modules (RTMs), Remote Tower Centre (RTC), Advanced Visual Features (AVFs).
- (ii) Operating environment (Visual presentation at the RTM, end-to-end delay, orientation, differences in light conditions between the aerodrome and the Out-The-Window (OTW) visual presentation).
- (iii) Human factors in the provision of remote aerodrome ATS.

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(iv) Abnormal situations (loss of visual presentation, degraded modes of visual presentation).

(3) Remote aerodrome ATS (multiple mode operation) —

When performing ‘multiple mode of operation’ using Remote Tower Center, in addition to the required theoretical knowledge defined under § 64.311 above, the following subjects must be considered:

- (i) Use of communication facilities (e.g., aeronautical mobile service, aeronautical fixed service, and surface movement control service) for simultaneous provision of air traffic services in geographically separated areas of responsibility.
- (ii) Applicable procedures for traffic management, such as traffic prioritization, enabling multiple mode of operation.
- (iii) Procedures for prioritizing between aerodromes
- (iv) Procedures for the transferring/merging/splitting of aerodromes in an RTM.
- (v) Different weather and light conditions at different aerodromes.
- (vi) Human capabilities/limitations regarding the simultaneous handling of more than one aerodrome and distribution of attention.

(b) Approach control procedural and area control procedural ratings—

- (1) Airspace structure.
- (2) Applicable rules, procedures, and source of information.
- (3) Relevant air navigation facilities.
- (4) ATC equipment and its use.
- (5) Characteristics of air traffic and traffic flow.
- (6) Relevant weather phenomena; and
- (7) Emergency, and search and rescue plans.

(c) Approach control surveillance and area control surveillance ratings—

- (1) All the knowledge areas contained in paragraph (b) of this section.
- (2) Principles, use, and limitations of applicable air traffic surveillance systems and associated equipment; and
- (3) Procedures for the provision of air traffic surveillance service, as appropriate, including procedures to ensure appropriate terrain clearance.

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§ 64.313 Practical Experience Requirements: Aerodrome Control Rating.

(a) Each applicant for an aerodrome control rating must have—

- (1) Successfully completed an approved initial training course listed in Appendixes A and B of GACAR Part 144; or completed similar training courses approved by a Contracting State recognized by GACA, and
- (2) Demonstrated the required competence while providing, under the supervision of an air traffic control (ATC) on-the-job training instructor (OJTI), an aerodrome control service, for a period of not less than 90 hours or one month, whichever is greater, at the unit for which the rating is sought.
- (3) Successfully completed the Unit Training Plan.

(b) If the applicant already holds an ATC rating in another category, or the same category in another unit, the President may determine if the requirement in paragraph (a) (2) of this section can be reduced provided the applicant has satisfactorily completed all other elements of the Unit Training Plan.

(c) The reduction of the practical training must be subject of an impact assessment report provided by the concerned ATS Unit and must not exceed 50 percent of the required period specified in paragraph (a)(2) of this section.

§ 64.315 Practical Experience Requirements: Approach Control Procedural, Approach Control Surveillance, Area Control Procedural, or Area Control Surveillance Rating.

(a) Each applicant for an approach control procedural, approach control surveillance, area control procedural, or area control surveillance rating must have—

- (1) Successfully completed an approved initial ATC training course covering one of the rating courses listed in Appendixes C, D, E, and F to GACAR 144; or completed a similar course approved by a Contracting State recognized by GACA, and
- (2) Demonstrated the required competence while providing, under the supervision of an appropriately rated on-the-job training instructor (OJTI), the control service for which the rating is sought, for a period of not less than 180 hours or three months, whichever is greater, at the unit for which the rating is sought; and
- (3) Successfully completed the Unit Training Plan.

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(b) If the applicant already holds an ATC rating in another category, or the same category in another unit, the President may determine if the requirement in paragraph (a)(2) of this section can be reduced provided the applicant has successfully completed all other elements of the Unit Training Plan.

(c) The reduction of the practical training must be subject of an impact assessment report provided by the concerned ATS Unit and must not exceed 50 percent of the required period specified in paragraph (a)(2) of this section.

§ 64.317 Skills.

Each applicant for any ATC Rating or Unit Endorsement must demonstrate, at a level appropriate to the privileges being granted, the skills, judgement and performance required to provide a safe, orderly, and expeditious control service, including the recognition and management of threats and errors.

§ 64.319 Recency of Experience.

(a) For § 64.313 (a)(2) and § 64.315 (a)(2) requirements, the application for a Rating/ Unit Endorsement must be made within six months from the completion of experience specified in §64.307.

(b) A unit endorsement will become invalid when a license holder has ceased to exercise the privileges of the unit endorsement for a period of 6 months. The unit endorsement will remain invalid until the license holder's ability to exercise the privileges of the unit endorsement has been reassessed as per the Unit Training Plan.

§ 64.321 Concurrent Issuance of ATC Ratings.

If an applicant seeks two ATC ratings concurrently, the President will determine the applicable skills requirements based on the requirements for each rating. The requirements for attaining the ratings must not be less than the requirements of the more demanding rating.

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§ 64.323 Unit Endorsements.

(a) Eligibility: Each applicant for a unit endorsement at an air traffic unit must—

- (1) Have successfully completed, no more than 12 months prior to the commencement of the unit training plan, approved courses of initial training under GACAR Part 144 or an equivalent recognized foreign ATC training school in the rating discipline which relates to the ATC service being provided, or must hold, or have held within the previous 5 years, the rating which relates to the ATC service being provided, and completed Assessment of Previous Competency as described under §64.19.
- (2) Have successfully completed the unit training plan developed for the air traffic service unit in accordance with the requirements of GACAR Part 171 §171.72.
- (3) For an aerodrome control unit endorsement, must indicate the working position(s) (conventional and/or remote aerodrome ATS) from which the license holder is authorized to provide the service.
 - (i) When an aerodrome control service is provided from a ‘remote tower center’ location, each aerodrome for which the service is provided must constitute its own unit endorsement.
 - (ii) The unit endorsement course must enable air traffic controllers providing aerodrome control service from a ‘Remote Tower center’ to acquire knowledge of the concept of remote aerodrome air traffic services and of the characteristics of the operating environment, to appreciate the necessity to consider the specific human factors influence on the remote aerodrome air traffic services, as well as to recognize specific abnormal situations and to manage their impact.

(b) Temporary unit endorsement.

(1) ***Managing a temporary event,***

The President may issue a temporary unit endorsement to an ATCO in order that he/she can provide an ATC service at an event that requires such a service for period of 120 days. This period may be extended by the President in special cases. ATCOs who wish to apply for a temporary unit endorsement must hold a current unit endorsement at a permanent unit in the same rating as that for which the temporary unit endorsement is required.

(2) ***Establishment of a new ATS unit, upgrade of ATS service, remote aerodrome ATS, or new***

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ATC sector.

Based on a safety risk assessment presented by the air traffic service provider certificated under GACAR Part 171, the President may:

- (i) grant a unit endorsement to an OJTI in order that he/she can provide Air Traffic Services at a new ATS Unit, remote aerodrome ATS, or ATC sector to allow him/her to be familiar with the traffic, the environment and the applicable procedures for a period of not more than 120 days. The OJTI who wishes to apply for a unit endorsement at a new ATS Unit, remote aerodrome ATS or ATC sector must hold a current unit endorsement at his/her original unit in the same rating as that for which the new unit endorsement is required.
- (ii) issue an OJTI endorsement to an applicant who satisfies the requirements of paragraph (b) (2) (i) and has exercised the privileges of the new unit endorsement for a period of at least one month. The validity of the OJTI endorsement at a new ATS Unit or remote aerodrome ATS must not exceed one year or the expiration of the validity of his/her original OJTI whichever occurs sooner.
- (iii) authorize a holder of an ATC assessor endorsement issued in accordance with § 64.703 to carry out assessments for the issuing of rating endorsement and unit endorsement at the new ATS Unit, remote aerodrome ATS or ATC sector if he/she holds a unit endorsement relevant to the assessment during the preceding two years.

(c) Move to a new unit. When an ATC license holder moves to a new unit, his/her previously held valid Unit Endorsements are not valid at the new unit. Provided the controller already holds the ratings needed in respect of the ATC services at his/her new unit and has exercised their privileges within the previous 5 years, to make his ratings valid for the new unit he/she is required to—

- (1) Successfully complete the Unit Training Plan; and
- (2) Pass a practical assessment specific to that air traffic unit on each item listed in GACAR § 64.311 that is applicable to the rating for which the unit endorsement is sought.

§ 64.325 Privileges and Limitations.

(a) Subject to the conditions and limitations in paragraph (c) of this section, the holder of an ATC license may only control traffic at any operational position for which he/she holds a unit endorsement.

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(b) A trainee who does not hold a unit endorsement for a particular unit may act at each operational position for which he/she holds a rating provided he/she is under the supervision of an appropriately qualified OJTI who holds a valid rating appropriate to the air traffic service being provided.

(c) Each holder of an ATC license must ensure that he/she—

(1) Performs his/her duties in accordance with the limitations on his/her license and the procedures and practices prescribed in the applicable air traffic services procedures manuals approved by the President under GACAR Part 171.

(2) Is familiar with all pertinent and current information.

(3) Complies with the requirements of GACAR § 64.327 for maintaining currency and proficiency.

(4) Undergoes recurrent evaluation of his/her ICAO English language proficiency at intervals specified in Appendix A to GACAR Part 61; and

(5) Complies with the provisions of Subpart F GACAR Part 171 for the regulation of ATCO fatigue.

(6) Is not suffering from illness or injury which may impact the ability to provide services.

§ 64.327 Currency and Proficiency Requirements.

(a) The holder of an ATC license with a valid unit endorsement may not act as a controller unless:

(1) He/she has acted as a valid controller during the preceding 180 days for at least 90 days as an ATCO at the operational position(s) to which his/her unit endorsement applies, or at the operational positions for which they are valid, and

(2) He/she has passed within the past 12 months a unit endorsement assessment administered under this part or a proficiency check administered under GACAR Part 171 in order to demonstrate that he/she continues to meet the requirements for the unit endorsement.

(b) In addition to the requirements of paragraph (a) above, air traffic controllers providing aerodrome control service from a remote tower center must take a refresher training, which includes familiarization with the physical aerodrome environment and the different stakeholders via study visit(s).

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(c) An ATC who fails a proficiency check or fails to renew his/her unit endorsement within the validity period, must not provide the ATC service(s) associated with the unit endorsement(s) until he/she has undergone a unit endorsement assessment in order to regain the unit endorsement(s) and they have completed training and validation as per the Unit Training Plan.

§ 64.329 Conversion Between Aerodrome Conventional Tower and Remote Aerodrome ATS.

(a) A conversion training must be provided before air traffic controllers exercise the privileges of their license in the changed operational environment.

(b) When converting from a conventional tower to a remote aerodrome ATS, the conversion training for air traffic controllers providing aerodrome control service from a remote tower must at least include the subjects specified under § 64.311 (a)(2) and/or (a)(3).

(c) When converting from a remote aerodrome ATS to a conventional tower, the Air Traffic Services Provider certified under GACAR Part 171 must provide additional training required by the change of operational environment as defined under the approved Unit training plan as described under GACAR Part 171 §171.72.

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**SUBPART E — STUDENT AERODROME FLIGHT INFORMATION SERVICE
LICENSE**

§ 64.401 Applicability.

This Subpart prescribes the requirements for issuing a student aerodrome flight information service (AFIS) license and the privileges and limitations for the holders of that license.

§ 64.403 Eligibility requirements.

- (a) To be eligible for student aerodrome flight information service (AFIS) license a person must—
- (1) Be at least 18 years of age; and
 - (2) Be able to read, speak, write, and understand the English language equivalent to or greater than Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale in Appendix A to GACAR Part 61; and
 - (3) Hold a Class 3 medical certificate issued under GACAR Part 67, and
 - (4) Have satisfactorily completed a training course relevant to the duties of an AFISO, in the following subject areas:
 - (i) Air traffic service general knowledge: Air traffic service provided within the Kingdom of Saudi Arabia.
 - (ii) Operational procedures: aerodrome rules, air navigation facilities, procedures for coordination, terrain and prominent landmarks, radiotelephone procedures; phraseology; telecommunication network; procedures for alerting of emergency services.
 - (iii) Air Law: Rules and regulations.
 - (iv) Human factors: Human performance and limitations with emphasis on cognitive maps, the role of imagery in their work, fatigue, workload in ATC operations, equipment and workspace design, and key issues in human communication.
 - (v) Telecommunication equipment: Principles, use and limitations of telecommunications equipment in an aeronautical station.
 - (vi) Meteorology: pertinent data regarding meteorological reports and effect of significant local weather characteristics.
- (b) A student AFIS who has successfully completed an approved basic ATC course is exempted

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from the requirements of § 64.403 paragraph (a) (4).

(c) The training required to be completed by paragraph (a) (4) must be conducted by a training organization certified under GACAR Part 144.

§ 64.405 Privileges and Limitations.

(a) A student AFIS license authorizes the holder to perform AFISO duties, while under the direct supervision of the holder of a current AFISO license meeting the qualification requirements for on-the-job AFIS instructor endorsement defined under § 64.611 (b), for the purpose of obtaining practical experience in aerodrome flight information service duties to—

- (1) Become qualified for the issuing of an AFISO license; or
- (2) Regain currency of an AFISO license.

(b) A student AFIS license authorizes the holder to undertake the Unit Training Plan of the relevant ATS unit under the supervision of a holder of current AFISO license meeting the qualification requirements for on-the-job AFIS instructor endorsement defined under § 64.611 (b).

(c) Each holder of a student aerodrome FIS license undertaking on-the-job training must ensure that he/she:

- (1) Does not provide AFIS if he/she has not successfully completed an approved initial training course as defined under § 64.403 (a) (4) of this part.
- (2) Is familiar with all pertinent and current information.
- (3) Undergoes recurrent evaluation of their English language proficiency at intervals specified in Appendix A to GACAR Part 61; and
- (4) Complies with the provisions of Subpart F of GACAR Part 171 for the regulation of ATCO fatigue.
- (5) Is not suffering from illness or injury which may impact the ability to provide services.

§ 64.407 Air Traffic Service Training Hours Record.

(a) Each holder of a student AFIS license must ensure that—

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- (1) Their air traffic service training and experience is recorded by the supervising OJTI in a training hours record acceptable to the President; and
 - (2) Before submitting their record in support of any application for a license, the supervising OJTI must sign below the last entry to certify correctness of the entries.
- (b) A student AFIS license holder exercising the privileges of his/her license while not complying with any applicable requirement of this part must not credit that time for any purpose.

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SUBPART F — FLIGHT INFORMATION SERVICE LICENSES AND RATINGS

§ 64.501 Applicability.

This Subpart prescribes the requirements for issuing Aerodrome conventional or remote Aerodrome Flight Information Service Officer (AFISO) and Flight Information Service Officer (FISO) licenses and ratings and the privileges and limitations for the holders of those licenses and ratings.

§ 64.503 Required AFISO and FISO Licenses and Ratings.

(a) No person may act as an AFISO or FISO in connection with civil aircraft unless he/she:

- (1) Holds a license issued in accordance with the requirements of this subpart.
- (2) Holds a valid unit endorsement appropriate to the air traffic service being provided.

(b) The AFISO license must include a current validity for the place or remote tower center from which the service is provided.

(c) An AFISO license remains in force for five years, unless a shorter period is specified in the license, subject to the following conditions:

- (1) The license has not been suspended or revoked by the President.
- (2) The license holder has a current class 3 medical certificate.
- (3) The privileges of the license have been exercised within the previous 90 days.
- (4) The license holder has been assessed as competent by a qualified AFIS Assessor within the preceding twelve months.

(d) A FISO license remains in force for five years, unless a shorter period is specified in the license, subject to the following conditions:

- (1) The license has not been suspended or revoked by the President.
- (2) The privileges of the license have been exercised within the previous 90 days.
- (3) The license holder has been assessed as competent by a qualified FIS Assessor within the preceding twelve months.

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- (e) The Air Traffic Service Provider certificated under GACAR Part 171 or the holder of an AFISO or FISO license must inform the President when a current validity has expired.
- (f) The holder of an Air Traffic Controller’s license, who has held a Unit Endorsement for an aerodrome control rating for conventional or remote aerodrome ATS, with an experience of three years, is exempted from all requirements of AFIS rating including the issuance of student AFISO License after a satisfactory assessment of previous competence conducted by the air traffic service provider certificated under GACAR Part 171.
- (g) The holder of an Air Traffic Controller’s license who has held a Unit Endorsement for area control or approach ratings, with an experience of at least one year, is exempted from all requirements of an FIS rating after a satisfactory assessment of previous competence conducted by the air traffic service provider certificated under GACAR Part 171.
- (h) AFIS and FIS licenses must be issued when the applicant has satisfied all the conditions described in this subpart.

§ 64.505 Eligibility Requirements for AFISO.

- (a) To be eligible for an Aerodrome conventional or remote aerodrome ATS Flight Information Service Officer (AFISO) license a person must—
- (1) Hold a current student AFIS license issued under Subpart E of this Part; and
 - (2) Have at least 2 months experience exercising the privileges of the student AFIS license and undertake the validation assessment at the aerodrome where he/she trained in accordance with §64.505 (4).
 - (3) Have successfully passed unit training plan where he/she is assigned.
 - (4) For the aerodrome conventional tower, and in addition to conditions (a)(1) to (3) of this section, the applicant must successfully complete an assessment consisting of a practical and oral test conducted at the aerodrome and demonstrated to a qualified FIS Assessor, designated by the President, the ability to perform competently the duties of a flight service officer.
 - (5) For the remote aerodrome ATS, and in addition to conditions (a)(1) to (3) of this section, the applicant must successfully complete a practical assessment and oral examination conducted at the remote tower center and demonstrate to a designated FIS Assessor, the ability to perform competently the duties of a flight service remotely including—

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- (i) Good understanding of the concept of remote aerodrome flight information services and of the characteristics of the operating environment; and
- (ii) Human factors influence on remote aerodrome air traffic services.
- (iii) Procedures for degraded mode of operations.

§ 64.507 Eligibility Requirements for FISO.

(a) To be eligible for a Flight Information Service Officer (FISO) license a person must:

- (1) Have held an ATC license and area control rating in accordance with the requirements of Subpart D of GACAR Part 64 during the previous twelve months.
- (2) Hold a current English language Proficiency certificate equivalent to or greater than Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale being as described in Appendix A to GACAR Part 61.
- (3) Undergo a previous competency assessment conducted by the Air Traffic Service provider certificated in accordance with GACAR Part 171.
- (4) Submit an application to the President made by the Air Traffic Service provider certificated in accordance with GACAR Part 171 requesting his/her assignment as a FISO based on his/her unit endorsement.

(b) Applicants for a FISO license may be exempted from the requirements related to the validity of the medical certificate based on a request submitted to the President.

(c) Each applicant for a FISO license is exempted from the requirement of previous competence assessment if he/she holds a current unit endorsement.

§ 64.509 Training Validation of an Aerodrome FISO.

(a) Before the holder of an AFISO license exercises its privileges, the license and its rating must be validated at the conventional aerodrome or remote tower center where the AFISO wishes to operate and have the validity entered on his/her license.

(b) If the license holder holds, or has held, validity at another Aerodrome FIS unit or remote tower center, the minimum experience time may be reduced by the President.

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§ 64.511 Practical and Oral Assessment for an Aerodrome FISO.

- (a) The practical assessment must be conducted under sufficient amount and type of traffic at the aerodrome or remote tower center.
- (b) The oral test must consist of questions from GACA regulations applicable to AFISO and Air Traffic services, remote aerodrome ATS, if applicable, the relevant sections of Air Traffic Service Procedures Manual (ATSPM), operating instructions, scenario type questions relating to the use of operational procedures not seen during the practical assessment and handling of aircraft in an emergency.
- (c) If the license holder is assessed as competent to continue to provide aerodrome FIS, the designated FIS assessor will sign and submit the examination report, within 24 hours, to be used for the issuing of the AFISO license.
- (d) If the FIS assessor is not satisfied that the AFISO is competent, the assessor must:
- (1) Inform the Chief of the ATS Unit concerned that he/she must not exercise the privileges of the Aerodrome FIS License.
 - (2) Submit a report to the ATS Unit with a proposal on topics, areas of re-training including duration, that are required before a further competence assessment is made;
 - (3) Report to the President.

§ 64.513 Privileges and Limitations of AFISO.

- (a) Subject to paragraph (b), an AFISO license authorizes the holder to exercise the privileges of the provision of aerodrome flight information service.
- (b) Before exercising the privileges of an AFISO license, the holder must be familiar with all relevant and current information regarding the status of equipment and operating procedures used at aerodrome facility or remote tower module and current operational procedures.

§ 64.515 Privileges and Limitations of a FISO.

- (a) Subject to paragraph (b), a FISO license authorizes the holder to exercise the privileges of—

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- (1) Providing flight information to the traffic within his/her area of responsibility.
 - (2) Providing meteorological information for all traffic within his/her area of responsibility.
 - (3) Providing information enabling the pilots to remain clear from other traffic.
 - (4) Providing information on known aircraft and flying activities.
 - (5) Providing information on the danger and restricted and prohibited areas located within his/her area of responsibility.
 - (6) Providing information on changes in the operational status of navigational aids supporting flights within his/her area of responsibility.
 - (7) Providing assistance and information to aircraft within his/her area of responsibility.
 - (8) Relaying ATC clearances received from other ATS Units to aircraft, when needed; and
 - (9) Providing any other information contributing to the safety of aircraft operations.
- (b) Before exercising the privileges of a FISO license, the holder must be familiar with all relevant and current information regarding the status of equipment and operating procedures used at the operational working positions used for the provision of Flight Information Services.

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SUBPART G — AIR TRAFFIC SERVICE INSTRUCTORS

§ 64.601 Applicability.

This Subpart prescribes the requirements for issuing the following Air Traffic Service Instructor endorsements and authorizations and their privileges and limitations:

(a) Air Traffic Service Instructor endorsement for a license holder exercising his/her privileges at an ATS Unit. This endorsement is divided into two types:

- (1) Air Traffic Control Instructor (ATCI); and
- (2) Flight Information Service Instructor (FISI).

(b) Air Traffic Control Instructor authorization for an active applicant at an Approved Training Organization.

(c) On-the-Job-Training Instructor (OJTI) endorsement for a license holder exercising his/her privileges at an ATS Unit. This endorsement is divided into two types:

- (1) ATC OJT Instructors; and
- (2) FIS OJT Instructors.

(d) Synthetic Training Device instructor authorization which is divided into two types:

- (1) STD Instructor for an employed applicant at an ATS Unit; or
- (2) STD Instructor for an employed applicant at an Approved Training Organization.

§ 64.603 Eligibility Requirements for Air Traffic Instructors at an ATS Unit.

(a) To be eligible for Air Traffic Control Instructor (ATCI) endorsement at an ATS Unit, an applicant must—

- (1) Hold an English Language Proficiency Certificate in accordance with § 64.21(e).
- (2) Hold an ATC license and has held a rating in the discipline in which he/she will instruct

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at least for the last 3 years; and

(3) Have held for a period of at least 2 years, a unit endorsement on the sectors or operational position(s) on which he/she will instruct.

(4) Have successfully completed, within the preceding year prior to the application for the ATCI endorsement, an approved ATCI training course provided by an Approved Training Organization certificated under GACAR Part 144

(5) Have successfully completed an examination techniques course provided by an Approved Training Organization certificated under GACAR Part 144

(6) Have formal nomination from the Air Traffic Service provider certificated under GACAR Part 171.

(7) Have successfully completed, within the preceding year prior to the application for the ATCI endorsement, an approved virtual instruction course, if the applicant is intending to provide virtual training.

(b) To be eligible for Flight Information Services Instructor (FISI) endorsement at an ATS Unit, an applicant must—

(1) Hold an English Language Proficiency Certificate in accordance with § 64.21(e).

(2) Hold a current AFISO license at the aerodrome where he/she is assigned or FISO license, for at least three years.

(3) Have successfully completed, within the preceding year prior to the application for the FISI endorsement, an approved ATCI training course provided by an Approved Training Organization certificated under GACAR Part 144

(4) Have formal nomination from the Air Traffic Service provider certificated under GACAR Part 171.

(c) The period of validity for an ATCI and FISI endorsement at an ATS Unit is three years.

(d) The requirements for the revalidation of an ATCI and FISI endorsement at an ATS Unit include the successful completion of refresher training and an assessment of competence conducted by a designated ATC assessor.

(e) For an ATCI validation, an ATC assessor must be designated and for an FISI renewal, an ATC assessor or an FIS assessor can be designated.

(f) If the applicant already holds an ATCI or FISI endorsement and moves to another ATS unit, the

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President may reduce the required level of experience specified in paragraph (a)(3) or (b)(2) of this section.

§ 64.605 Air Traffic Instructors at an ATS Unit - Privileges and Limitations.

(a) The holder of an Air Traffic Control Instructor endorsement has the following privileges:

- (1) Deliver knowledge subjects of the Unit Training Plan (UTP) as defined under GACAR Part 171.
- (2) Develop, conduct, and score written, and oral exams required in the UTP.
- (3) Prepare and conduct refresher training for ATCOs as required under GACAR Part 171.
- (4) Provide virtual and online training courses if he/she satisfies the applicable standards related to instructors as defined by the National eLearning Center.

(b) The holder of a Flight Information Service Instructor endorsement has the following privileges:

- (1) Deliver knowledge subjects of the Unit Training Plan (UTP) as defined under GACAR Part 171 §171.
- (2) Develop, conduct, and score written, and oral exams required in the UTP.
- (3) Prepare and conduct refresher training for AFISOs or FISOs as required under GACAR Part 171
- (4) Provide virtual and online training courses if he/she satisfies the applicable standards related to instructors as defined by the National eLearning Center.

§ 64.607 Eligibility Requirements for Air Traffic Control Instructors at an Approved Training Organization.

(a) To be eligible for Air Traffic Control Instructor authorization at an Approved Training Organization, an applicant must—

- (1) Hold an English Language Proficiency Certificate (Level 5) granted by a designated English Language Proficiency Testing Center (ELPTC) as defined under GACAR Part 183.
- (2) Have held an air traffic controller license issued in accordance with the requirements of this Part or granted by an ICAO Contracting State recognized as defined under § 64.111 or accepted by the President.

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- (3) Have held a rating in the discipline in which he/she will instruct for a period of at least 5 years.
- (4) Have demonstrated adequate knowledge and skills in a competence assessment conducted by an Approved Training Organization.
- (5) Have successfully completed an approved ATCI training course at an Approved Training Organization certified under GACAR Part 144 or delivered by an approved foreign ATC training organization recognized in accordance with GACAR §144.23 or accepted by the President.
- (6) Have successfully completed an examination techniques course for the preparation of written exams provided by an Approved Training Organization certified under GACAR Part 144 or delivered by an approved foreign training organization recognized as defined under § 64.111 or accepted by the President.
- (7) Have successfully completed, within the preceding year prior to the application for the ATCI authorization, an approved virtual instruction course, if the applicant is intending to provide virtual training.

(b) An applicant who demonstrates a professional qualification, and instructional skills appropriate to the subject being taught and/or has demonstrated adequate knowledge, instructional skills, and experience to the training organization may be exempted by the President from the requirements of §64.704 (a)(1), (a)(2), (a)(3), (a)(5), and (a)(6).

(c) The period of validity for an ATCI authorization at an Approved Training Organization is three years.

(d) The requirements for the revalidation of an ATCI authorization at an Approved Training Organization include the successful completion of refresher training and an assessment of competence conducted by a designated ATC Assessor.

§ 64.609 ATC Instructors at an Approved Training Organization - Privileges and limitations.

(a) Except as specified under §64.609(b), the holder of an Air Traffic instructor authorization at an Approved Training Organization has the following privileges:

- (1) Deliver knowledge subjects of the Initial training courses as defined under GACAR Part 144.
- (2) Develop, conduct, and score written, and oral exams required for the subjects of the initial

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training approved courses.

(3) Prepare and conduct refresher and remedial training courses for students and ATCOs.

(4) Provide virtual and online training courses if he/she satisfies the applicable standards related to instructors as defined by the National eLearning Center.

(b) The privileges of an Air Traffic instructor authorization at an Approved Training Organization granted to a professional must be limited to deliver subjects related to his/her area of knowledge.

§ 64.611 On-The-Job Training Instructors (OJTI) at an ATS Unit - eligibility.

(a) To be eligible for an ATC On the Job Training Instructor (OJTI) endorsement at an ATS Unit, an applicant must—

(1) Hold an English Language Proficiency Certificate in accordance with § 64.21(e).

(2) Hold a Class 3 medical certificate issued under GACAR Part 67.

(3) Have successfully completed, within the preceding year prior to application for the OJTI endorsement, an approved OJTI training course provided by an Approved Training Organization certificated under GACAR Part 144.

(4) Have held a valid rating in the discipline in which he/she will instruct for a period of at least three years.

(5) Hold a valid unit endorsement on the sectors or operational position(s) during the preceding three years on which he/she will instruct.

(6) Have successfully passed a competency check on the sector(s) or operational position(s) he will train on within the last twelve months.

(7) Have successfully passed, the approved OJTI adapted competency model as defined under GACAR Part 171 § 171.72.

(8) Have a formal nomination from the Air Traffic Service provider certificated under GACAR Part 171.

(9) Successfully completed training on the Synthetic Training Devices used at the ATS unit.

(b) To be eligible for an FIS OJT instructor endorsement at an ATS Unit, an applicant must —

(1) Hold an English Language Proficiency Certificate in accordance with § 64.21(e).

(2) Hold a current AFISO license at the aerodrome where he/she is assigned or FIS license, for at least three years.

(3) Have successfully completed within the preceding year prior to application for the OJT

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FIS endorsement, an On-the-Job- training course provided by an Approved Training Organization certificated under GACAR Part 144.

(4) Have successfully completed, the approved FIS OJT adapted competency model as defined under GACAR Part 171 §171.72.

(5) Have a formal nomination from the Air Traffic Service provider certificated under GACAR Part 171.

(c) The period of validity for an ATC OJTI and FIS OJTI endorsement at an ATS Unit is three years.

(d) The requirements for the revalidation of an ATC OJTI and FIS OJTI endorsement include the successful completion of refresher training at the ATS Unit, and an assessment of competence conducted by a designated ATC Assessor.

§ 64.613 On-the-Job Training Instructors (OJTIs) - Privileges and Limitations.

(a) The holder of an ATC OJT Instructor endorsement at an ATS Unit is authorized to—

(1) Provide practical training and supervise student and trainee ATCOs while they provide an ATC service for which they do not hold a valid license, rating, or unit endorsement.

(2) Supervise student or trainee ATCOs while they are providing ATC service for which they hold a valid rating until they complete the practical experience required for the unit endorsement.

(3) Provide practical training and supervision on synthetic training devices for student or trainee ATCOs.

(4) Assess the student or trainee ATCOs performance and confirm their readiness for the practical assessment for rating and unit endorsement.

(b) The holder of an ATC OJT instructor endorsement at an ATS Unit is authorized to exercise the privileges of an FIS OJT Instructor endorsement defined under paragraph (c) of this section.

(c) The holder of an FIS OJT Instructor endorsement at an ATS Unit is authorized to—

(1) Provide practical training and supervise student and trainee AFISO or FISO while they provide AFIS or FIS service for which they do not hold a valid license.

(2) Assess the student or trainee AFISOs or FISOs performance and confirm their readiness for

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the practical assessment for the license.

Note: The OJTI is responsible for the safety of air traffic during the provision of practical training and supervision of a student or trainee.

§ 64.615 Synthetic Training Device Instructors (STDI) - Eligibility.

(a) To be eligible for a Synthetic Training Device Instructor (STDI) endorsement at an ATS Unit, an applicant must—

- (1) Hold an English Language Proficiency Certificate in accordance with § 64.21(e).
- (2) Hold an ATC license.
- (3) Have successfully completed, within the preceding year prior to application for the STDI endorsement, an approved OJTI training course under GACAR Part 144.
- (4) Have held a valid rating in the discipline in which he/she will instruct for a period of at least 3 years.
- (5) Hold, or have held for a period of at least 2 years, a unit endorsement on the sector(s) or operational position(s) on which he/she will instruct.
- (6) Successfully completed a training on the Synthetic Training Devices used at the ATS unit.

(b) To be eligible for a Synthetic Training Device instructor (STDI) authorization at an Approved Training Organization, an applicant must—

- (1) Hold an English Language Proficiency Certificate in accordance with § 64.21(e) granted by a designated English Language Proficiency Testing Center (ELPTC) as defined under GACAR Part 183.
- (2) Have held an ATC license.
- (3) Have successfully completed, within the preceding year prior to application for the STDI authorization, an approved OJTI training course provided by an Approved Training Organization certificated under GACAR Part 144; and
- (4) Have successfully completed training on the Synthetic Training Devices used at the Approved Training Organization.
- (5) Have held a valid rating in the discipline in which he/she will instruct for a period of at least 3 years.

(c) The period of validity for an STDI endorsement or authorization is three years.

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(d) The requirements for the revalidation of an STDI endorsement or authorization includes the successful completion of refresher training and an assessment of competence conducted by a designated ATC Assessor.

§ 64.617 Synthetic Training Device Instructors – Privileges and Limitations.

(a) The holder of an STDI authorization at an ATS Unit has to the following privileges—

- (1) Provide Pre-OJT practical training on synthetic training devices for ATC students and trainees as defined under UTP and in accordance with the requirements of GACAR Part 171 § 171.171.
- (2) Assess the practical performance of ATC students and trainees during and at the end of the Pre-OJT phase of the Unit Training Plan and determine their readiness to begin the OJT phase.

(b) The holder of an STDI authorization at an Approved Training Organization is authorized to—

- (1) Provide practical training on synthetic training devices and supervise ATC students and trainees during their practical training of an approved initial training in accordance with the requirements of GACAR Part 144.
- (2) Assess the performance of ATC students and trainees during the practical training of an approved initial training in accordance with the requirements of GACAR Part 144 and determine their readiness for the final practical assessment.

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SUBPART H – REQUIREMENTS FOR ASSESSORS

§ 64.701 Applicability.

This subpart prescribes the requirements for the issuance of the following Assessors endorsements and authorizations and their eligibility, privileges and limitations:

(a) Assessor endorsement for any license holder exercising their privileges at an ATS unit. This endorsement is divided into two categories:

- (1) ATC Assessor endorsement
- (2) FIS Assessor endorsement

(b) Assessor authorization for an employed applicant at an Approved Training Organization.

§ 64.703 Eligibility Requirement for an ATS Unit Assessor Endorsement.

(a) To be eligible for an ATC Assessor endorsement, the applicant must:

- (1) Hold an English Language Proficiency Certificate in accordance with § 64.21(e) granted by a designated English Language Proficiency Testing Center (ELPTC) as defined under GACAR Part 183.
- (2) Have a valid ATC license.
- (3) Have exercised, for a minimum of two years, the privileges of an ATC On-the-Job Training Instructor endorsement for which he/she will be required to examine/assess at that unit.
- (4) Have exercised, for a minimum of two years, the privileges of an ATC Instructor endorsement for which he/she will be required to assess at that unit.
- (5) Have successfully completed an approved ATC assessor course; and
- (6) Provide evidence of having completed two practical examinations/assessment, for ratings or unit license endorsements under the supervision of a designated ATC assessor.
- (7) Have a formal nomination from the Air Traffic Service provider certificated under GACAR Part 171.

(b) To be eligible for a Flight Information Service Assessor endorsement, the applicant must:

- (1) Hold an English Language Proficiency Certificate in accordance with § 64.21(e) granted

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by a designated English Language Proficiency Testing Center (ELPTC) as defined under GACAR Part 183.

(2) Have a valid license.

(3) Have exercised, for a minimum of two years, the privileges of an FIS On-the-Job Training Instructor endorsement for which he/she will be required to examine/assess at that unit.

(4) Have exercised, for a minimum of two years, the privileges of an FIS Instructor endorsement for which he/she will be required to assess at that unit.

(5) Have successfully completed an approved ATC assessor course;

(6) Provide evidence of having completed two practical examinations/assessments, for AFIS or FIS license under the supervision of a designated ATC or FIS assessor.

(7) Have a formal nomination from the Air Traffic Service provider certificated under GACAR Part 171.

(c) If the applicant already holds an ATC or FIS assessor endorsement and moves to another ATS unit, the President may reduce the required level of experience specified in paragraph (a)(3), (a)(4), (b)(3) and (b)(4) of this section.

§ 64.705 Privileges & Limitations of ATC and FIS Assessor Endorsements.

(a) The holder of an ATC Assessor endorsement is authorized to conduct -

(1) Examinations and assessments associated with AFIS and FIS license.

(2) Rating examinations and assessments leading to the issue of an air traffic controller license and valid rating(s), rating endorsement(s) if any and unit endorsement(s).

(3) Rating examinations and assessments leading to the issue of additional ratings and rating endorsements (if any) and unit endorsements.

(4) Unit endorsement examinations and assessments for the issue of unit endorsements, and new unit endorsements including those related to remote aerodrome ATS;

(5) Proficiency checks for the revalidation of unit endorsements.

(6) Examinations and assessments associated with OJTI endorsement.

(7) Assessments of competence in handling unusual circumstances and aircraft in emergencies (Training in unusual circumstances and emergencies) as required under GACAR Part 171 §171.63 (c).

(b) The holder of a Flight Information Service assessor endorsement is authorized to conduct -

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- (1) Examinations and assessments associated with AFIS and FIS license.
- (2) Examinations and assessments associated with FISI endorsement.
- (3) Competence assessments for the revalidation of AFIS or FIS license.

§ 64.707 ATC and FIS Assessor Designation.

- (a) The designation of an ATC/FIS assessor is subject to a letter issued by the President.
- (b) The President will specify which examinations and assessments an ATC or FIS Assessor is entitled to conduct, and ATS units must record this information in the Unit Training Plan.
- (c) The President will retain a list of qualified ATC and FIS Assessors that can be designated for the examinations and assessments defined under §64.705 (a) & (b).
- (d) For each examination or assessment associated with the issuing of ATC, AFIS, or FIS license, revalidation, rating endorsement or unit endorsement, the President will designate an ATC or FIS Assessor after receiving a notification from the certified ATS provider as specified under §64.9 (c).

§ 64.709 Validity of an Assessor Endorsement.

- (a) An Assessor endorsement is valid for a period of three years.
- (b) An Assessor endorsement must be renewed by successfully completing refresher training on assessment skills and on current operational practices during its validity period conducted by a designated ATC assessor.
- (c) If an Assessor endorsement has expired, it may be renewed by:
 - (1) Receiving refresher training on assessment skills and on current operational practices; and
 - (2) Successfully passing an ATC Assessor competency assessment within 30 days preceding the application for renewal. The assessment of competence must be conducted by a designated ATC assessor.

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§ 64.711 Requirements for issuing an Assessor Authorization at an Approved Training Organization.

(a) To be eligible for an assessor authorization, the applicant must:

- (1) Have exercised, for a minimum of five years, the privileges Air Traffic Controller Instructor authorization at an Approved Training Organization for which he/she will be required to carry out assessments at an Approved Training Organization.
- (2) Have successfully completed an approved ATC or FIS assessor course within the year preceding the application.
- (3) Provide evidence of having conducted at least two theoretical examinations and two practical assessments at an Approved Training Organization certificated under GACAR Part 144 under the supervision of an authorized assessor or as accepted by the President.

§ 64.713 Privileges of an Assessor Authorization at an Approved Training Organization.

(a) An Assessor authorization at an Approved Training Organization entitles the holder to:

- (1) Conduct theoretical tests/examinations associated with an approved initial training course for which he/she holds or has held a rating or unit endorsement related to this course.
- (2) Conduct practical assessments on synthetic training devices associated with an approved initial ATC training course for which he/she holds or has held a rating or unit endorsement related to this course.

§ 64.715 Validity of an Assessor Authorization at an Approved Training Organization.

(a) The validity of an Assessor authorization at an Approved Training Organization is three years.

(b) An Assessor authorization must be revalidated by successfully completing refresher training on assessment skills associated with his/her qualifications during its validity period.

(c) If the Assessor authorization has expired, it may be renewed by:

- (1) Receiving refresher training on theoretical and practical assessment skills; and
- (2) Successfully passing an assessor competence assessment within 30 days preceding the

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application for renewal. The assessment of competence must be conducted by a designated ATC assessor.