

IFISA



INTERNATIONAL FLIGHT INFORMATION SERVICE ASSOCIATION

FISO/AFISO Licensing Working Group

V 1.0

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IFISA – FISO/AFISO
Licensing Working Group

The main reason of FISO/AFISO Licensing Working Group establishment:

- ✎ to determine whether, according to the IFISA members, the standardization of requirements for FISO / AFISO licensing by international aviation rulemaking organizations is needed.

FISO/AFISO Licensing Working Group

The main assumptions as to the subsequent use of the results of the work group's work:

- ✧ a guidance documents for international aviation rulemaking organizations and state authorities responsible for FISO/AFISO licensing,
- ✧ to assist in developing the relevant requirements pertaining to FISO/AFISO licensing and certification of training organizations.

FISO/AFISO Licensing Working Group

The methods of obtaining and exchanging information were:

- questionnaire for IFISA members,
- regular discussions on the IFISA working group,
- presentation and discussion of the results of work in the IFISA forum during the annual seminar.

FISO/AFISO Licensing Working Group

Main goals of working group proceedings:

- Identification of the limitations and risks resulting from the harmonization of FISO/AFISO certification rules,
- Identification of the benefits of harmonizing FISO/AFISO certification rules,
- Specification of the optimum certificate name (license, qualification certificate, etc),
- Determination if medical certificate is necessary to obtain FISO/AFISO certification,
- Determination of optimal training process and scope for certification of FISO/AFISO (Basic training, Rating, Endorsement training),
- Determination if language proficiency endorsement is necessary to obtain FISO/AFISO certification,
- Determination if unit competence scheme is required to maintain FISO/AFISO certification (minimum number of hours, endorsement exercised period, assessment of competence),
- Determination if Continuation training is required to maintain FISO/AFISO certification,
- Determination if any additional training (MET, Pilot Briefing, technical) is recommended for certified FISO/AFIS.

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FISO/AFISO Licensing Working Group Final document structure:

⌘ Module 1. Introduction

Current FISO licensing status resulting from applicable regulations (ICAO annex I, UE regulations (applicable only for ATCO's), AFIS Manuals, highlight of the differences resulting from the provisions of national and internal ANSP documents);

⌘ Module 2. IFISA FISO licensing Working Group progress

- a. Description of present regulations and procedures in different countries,
- b. Summary of Terms of Reference Goals Survey;

⌘ Module 3. FISO/AFISO Licensing - Guidelines for standardization.

Final results of FISO Licensing Working Group project (General Requirements of FISO Licensing, Training Requirements for FISO Licensing, Common Core Content, Competence assessment, OJT and Assessors Requirements).

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Current FISO/AFISO licensing status resulting from applicable regulations:

Related documents	Scope
ICAO ANNEX I	For AFIS licensing – referring to Circular 211
ICAO Circular 211_AFIS	Qualifications and training of AFIS Personnel Pts. 27-28
UE 2015/340	Requirements for ATCO's
UE 2017/373 – ANNEX XIII - ATSEPS	Will enter into force in 2020 – Annex XIII for ATSEPS certification
EUROCONTROL AFIS Manual 2010	Appendix E Training and Competency
National Regulations	e.g. UK CAP 1032
ANSP Internal Regulations	e.g. AUSTROCONTROL

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Comparative table of FISO licensing requirements in different IFISA associated countries:

No.	Country	FISO/AFISO Certification	Name of certificate	Training process	Medical certificate	Language proficiency	Unit competence scheme	Continuation training	Additional training
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IFISA ToR goals Survey Map - Questionnaire

- Question 1. Please specify possible limitations and risks resulting from the harmonization of FISO/AFISO certification rules.
- Question 2. Please specify the benefits of harmonizing FISO/AFISO certification rules.
- Question 3. Please specify optimum certificate name (license, qualification certificate, etc).
- Question 4. Do you agree that it shall be necessary to establish a medical certificate to obtain a FISO / AFISO certificate?
- Question 5. Do you agree whether it is necessary to determine the training process and the scope of FISO / AFISO certification (basic training, assessment, confirmation)?
- Question 6. Do you agree that determination of language proficiency endorsement shall be necessary to obtain FISO/AFISO certification?
- Question 7. Do you agree that determination of unit competence scheme shall be required to maintain FISO/AFISO certification (minimum number of hours, endorsement exercised period, assessment of competence)?
- Question 8. Do you agree that determination of Continuation training shall be required to maintain FISO/AFISO certification?
- Question 9. Specify which additional refreshment training (MET, Pilot Briefing, technical) shall be recommended for certified FISO/AFISO.

IFISA ToR goals Survey Map - SWOT Analysis

Strengths	Weaknesses
<ul style="list-style-type: none"> • ANSPs providing FIS/AFIS to apply same regulations, procedures, and rules • FISOs/AFISOs will apply same regulations, procedures, and rules • Improved working status • Less confusion to Airspace users • High quality training standards • Continuous and refresh training 	<ul style="list-style-type: none"> • Different rules, regulations, job standards and legislations applied in different countries might jeopardise the project.
Opportunities	Threats
<ul style="list-style-type: none"> • Mobility or redeployment • Centralisation of Services with better management • Countries will gain knowledge in order to reach higher standards 	<ul style="list-style-type: none"> • Mobility or redeployment • Centralisation of Services might lead to job cut-offs • Flight preparation might be neglected if in-Flight Information is available.

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General Requirements of FISO Licensing – Guidance materials Flight information service officer ratings.

Flight information service officer ratings.

Certificates shall contain one or more of the following ratings in order to indicate the type of service which the Certificate holder is authorized to provide:

AFIS rating indicating that the certificate holder is competent to provide flight information and alerting service to aerodrome traffic at an aerodrome to aircraft without the use of surveillance equipment;

EFIS rating indicating that the certificate holder is competent to provide en-route flight information and alerting service within a defined area of responsibility to traffic without the use of surveillance equipment;

ERIS rating indicating that the certificate holder is competent to provide en-route flight information and alerting service within a defined area of responsibility to traffic with the use of surveillance equipment;

Rating endorsements

The Aerodrome Radar Information Service (SUR) indicating that the certificate holder is competent to provide aerodrome information service with the help of surveillance equipment.

Remote Aerodrome flight information service (REM) indicating that the certificate holder is competent to provide aerodrome information service from remote working position.

General Requirements of FISO Licensing – Guidance materials Demonstrated knowledge

Knowledge – Demonstrated knowledge of:

- Rules of the air and air traffic procedures pertinent to aerodrome operations;
- Procedures and practices pertaining to flight information service and alerting service;
- Terms used in the aeronautical mobile service, procedure words and phrases, the spelling alphabet;
- Communication codes and abbreviations used;
- Radio-telephony phraseologies and operating procedures;
- The general air traffic services and airspace organization within the State;
- Local aerodrome rules;
- Characteristics of local traffic;
- Local terrain and prominent landmarks;
- Local air navigation facilities;
- Procedures for coordination between the AFIS unit and the associated FIC, TWR, APP or ACC;
- Pertinent data regarding meteorological reports and effect of significant local weather characteristics;
- Surveillance procedures if applicable;
- Procedures for alerting of emergency services;
- Safety requirements and procedures for ATM/ANS activities ;

General Requirements of FISO Licensing – Guidance materials

Demonstrated competency

Skill – Demonstrated competency in:

- Management of the workload and providing flight information and alerting service within a defined area of responsibility;
- The manipulation and operation of typical working position equipment;
- The visual inspection and daily operational check of the equipment in use;
- The transmission of telephony messages, including correct microphone technique, enunciation and speech quality;
- The reception of telephony messages and the ability to relay messages correctly using approved phraseology.
- Developing and maintaining situational awareness by monitoring traffic and identifying aircraft when applicable;
- Appreciating priority of actions;
- Providing traffic information;
- Providing meteorological information;

General Requirements of FISO/AFISO Licensing – Guidance materials Language proficiency level.

Subject	Requirements	Scope	Details
Language proficiency level.	The language proficiency level should ensure the ability to provide the information and alerting service in a safe, adequate and efficient way.	<p>The language proficiency level should cover :</p> <ul style="list-style-type: none"> • ability to use radiotelephony • ability to use documents • ability to understand and express about normal and abnormal situations 	<p>Knowledge of :</p> <ul style="list-style-type: none"> • language bases : syntax, grammar • vocabulary, phraseology <p>Skills :</p> <ul style="list-style-type: none"> • provide clear and understandable messages on radiotelephony • read and retransmit information from written document (NOTAM, METAR, TAF, FPL, ...) <p>Proposal of level : ICAO level 4</p> <p>Remark : people delivering currently AFIS in English according to national regulation should keep their agreement according to “Grand Father rule”</p>

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General Requirements of FISO Licensing – Guidance materials

Medical certificate requirements.

Subject	Requirements	Scope	Details
Medical certificate requirements.	The medical certificate requirements must ensure that the applicant doesn't suffer from a pathology likely to refrain him/her from delivering the information and alerting service in a safe and efficient way.	The medical certificate requirements should be both mental and physical.	<p>Proposal :</p> <ul style="list-style-type: none"> - FISO : class 3 medical certificate - AFISO : class 2 medical certificate. This certificate should be requested only from new AFISO, AFISO already qualified should continue working without medical certificate

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General Requirements of FISO Licensing – Guidance materials Training Requirements

Flight Information Service training shall cover the entirety of theoretical courses, practical exercises, including simulation, and on-the-job training required in order to acquire and maintain the skills to deliver safe, efficient and adequate flight information and alerting service.

1. Theoretical training:

a. Initial training, providing:

- **Basic training:** theoretical and practical training designed to impart fundamental knowledge and practical skills related to basic operational procedures;
- **Rating training:** theoretical and practical training designed to impart knowledge and practical skills related to a specific rating and, if applicable, to rating endorsement;

2. **Pre-OJT and On-the-job unit training in a live traffic situation:** leading to the issue of an Flight Information Service certificate, the issue of a rating endorsement, the validation of rating(s) or rating endorsement(s) and/or the issue or renewal of a unit endorsement.

3. **Continuation training,** designed to maintain the validity of the endorsements of the certificate, consisting of:

- Refresher training (including: Emergency Training; Unusual situation, Degraded situation)
- Conversion training, when relevant.

4. Conversion Training,

Training designed to provide knowledge and skills appropriate to a change in either job category (rating discipline, rating endorsement or unit endorsement),

5. Development Training

- **Practical instructors training,** Leading to the issue, revalidation or renewal of an OJTI or STDI endorsement;
- **Assessor training,** leading to the issue, revalidation or renewal of an assessor endorsement.

General Requirements of FISO Licensing – Guidance materials Training plan

The training plan content:

- The training policy and structure;
- The description of all training process and the interrelations between different training activities;
- Minimum and maximum duration of the initial training course(s);
- Training methods (e.g. classroom instruction, self-study, computer-based training, on-the-job training (OJT), etc.)
- The description of the roles, responsibilities and qualifications of the training supervisors, instructors and assessors;
- Processes for examinations and assessments method (e.g. pre-course, on-training evaluation, post-course, etc.) and requirements;
- List of identified abnormal and emergency situations specific for each unit endorsement;
- Process for early termination of training;
- Feedback and appeal process;
- Specification of the records to be kept;
- Process for reviewing and amending the training plan;

General Requirements of FISO Licensing – Guidance materials AFISO/FISO Training Common Core Content.

SUBJECT 1:INTRODUCTION TO THE COURSE
SUBJECT 2:AVIATION LAW
SUBJECT 3:AIR TRAFFIC MANAGEMENT
SUBJECT 4:METEOROLOGY
SUBJECT 5:NAVIGATION
SUBJECT 6:AIRCRAFT
SUBJECT 7:HUMAN FACTORS
SUBJECT 8:EQUIPMENT AND SYSTEMS
SUBJECT 9:PROFESSIONAL ENVIRONMENT
SUBJECT 10:ABNORMAL AND EMERGENCY SITUATIONS
SUBJECT 11: DEGRADED SYSTEMS CAPABILITY
SUBJECT 12: AERODROMES

General Requirements of FISO Licensing – Guidance materials FIS Instructors

Instructors Endorsements:

- Theoretical instructors;
- Practical instructors;
- On-the-job training instructor (OJTI);
- Synthetic training device instructor (STDI);

Training of practical instructors should consist of:

- practical instructional techniques course for OJTI and/or STDI, including an assessment;
- refresher training course on practical instructional skills;
- method(s) for assessing the competence of practical instructors.

General Requirements of FISO Licensing – Guidance materials Unit competence scheme.

Unit competence scheme should include following elements:

- Validity of the unit endorsement;
- Minimum working hours at position in specified time period,
- Minimum duration and frequency of the refresher training;
- Processes to identify the topics and subtopics, objectives and training methods for continuation training;
- Competence assessment procedures,
- Processes in case of failure of an examination or assessment, including the appeal processes;
- Procedure to ensure that practical instructors have practiced instructional techniques

General Requirements of FISO Licensing – Guidance materials FIS Assessors.

Procedures for assessment:

- Application for assessor endorsement;
- Assessor privileges;
- Application for assessor endorsement;
- Validity of assessor endorsement;
- Training procedures;

Training of assessors should consist of:

- assessor training course, including an assessment;
- refresher training course on assessment skills;
- method(s) for assessing the competence of assessors.

General Requirements of FISO Licensing - Next planned activities

- Analysis of all suggestions and comments discussed during the IFISA seminar;
- Analysis of the legitimacy of allowing answers to survey questions for participants of the IFISA seminar;
- Final approval of the results of the working group proceedings by the IFISA Executive Board;
- Direct contact with the national representatives of the aviation authorities and ANSP;
- Presentation of the results of the working group's final documents for the international rulemaking organizations;
- Other ideas?