



Rule of the Civil Aviation Authority of Thailand

On the Appointment of Designated Air Traffic Controller Examiner

B.E.2563 (2020)

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Whereas the provisions in Section 44 of the Air Navigation Act B.E. 2497 and The Regulation of the Civil Aviation Board No. 89 on the Qualifications of Personnel Licence Applicants in Clause 3 (12), which prescribes that the applicant applying for the position of air traffic controller shall have the qualification pursuant (d) that the Civil Aviation Authority of Thailand have undergone the practical assessment to test the proficiency of the applicant applying for the position of air traffic controller and add the air traffic control rating ; be it, therefore, to supervise the practical assessment to be efficiency, by virtue of Section 15/10 paragraph one (15) and paragraph two of the Air Navigation Act B.E. 2497 as amended by the Air Navigation Act (revision 14) B.E. 2562, the Director General of the Civil Aviation Authority of Thailand have a power to issue the regulation on inspection or examination of the personnel licencing holder or the person who involved in the civil aviation. The Director General of the Civil Aviation Authority of Thailand hereby issues this rule as follows.

Clause 1 This Rule shall be known and cited as “Rule of the Civil Aviation Authority of Thailand on the Appointment of Designated Air Traffic Controller Examiner B.E.2563 (2020)”.

Clause 2 This Rule shall come into force on the day following the date of its publication.

Clause 3 In this Rule:

“Designated Air Traffic Controller Examiner” means officer or employee of Air Traffic Service Provider authorised by the Director General to carry out examinations in the operational environment for issuance of air traffic controller licence or endorsement of air traffic control rating.

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“Air Traffic Service Provider” means legal entity providing flight information service, alerting service, air traffic advisory service, air traffic control service (area control service, approach control service or aerodrome control service).

“Air Traffic Control Unit” means area control center, approach control unit or aerodrome control tower. “Director General” means the Director General of the Civil Aviation Authority of Thailand

“CAAT” means the Civil Aviation Authority of Thailand

Clause 4 In order for CAAT to have sufficient Air Traffic Controller Examiner to carry out practical assessment of applicant in support of issuing Air Traffic Controller Licence or endorsing air traffic control ratings, Director General may authorize personnel to act as Designated Air Traffic Controller Examiner

Clause 5 Designated Air Traffic Controller shall have the following qualifications:

(1) Hold Air Traffic Controller Licence with any of valid rating or in combination of ratings endorsement as follows;

(a) Aerodrome Control Rating

(b) Approach Control Rating

(c) Area Control Rating

(2) Have successfully completed in any of the following training course;

(a) Air Traffic Controller Examiner Training Course approved by Civil Aviation Authority of Contracting State or by a State Entering into an Agreement with Thailand; or

(b) Air Traffic Controller Examiner Training Course approved by Director General

(3) Have a valid ICAO Language Proficiency endorsement not lower than Operational Level – Level 4;

(4) Have exercised the privileges of an air traffic controller licence in air traffic control unit for at least five years;

(5) Have exercised the privileges of Air Traffic Controller On-the-Job-Training Instructor (OJTI) for at least two years; and

(6) Be an officer or an employee who is nominated by the Air Traffic Service Provider.

Clause 6 Designated Air Traffic Controller shall not have the following prohibited characteristics:

(1) Being sentenced by a final judgment to imprisonment, except for an offence committed by negligence or a petty offence;

(2) Having been subject to a disciplinary action by means of dismissal from civil service, government agency, or state enterprise on the grounds of misconduct;

(3) Being a person whose Air Traffic Controller Licence, Designated Air Traffic Controller Examiner Certificate, or Air Traffic Controller On-the-Job-Training Instructor Certificate is being suspended;

(4) Being a person who has been revoked of an Air Traffic Controller Licence within the last five years, or has been revoked of an Air Traffic Controller On-the-Job-Training Instructor Certificate;

(5) Being an incompetent or quasi-incompetent person, or a person with severe contagious diseases; or

(6) Having committed corruption that leads to a corrosion of trust, or behaving in an unacceptable and inappropriate manner while performing duties as a Designated Air Traffic Controller Examiner.

Clause 7 An Air Traffic Service Provider, who wishes to nominate a candidate for the appointment of Designated Air Traffic Controller Examiner shall submit the application in form accordance with the form as attached in Appendix A to this regulation, along with the following documents and evidence:

(1) a certified true copy of the Personnel Licence as specified in Clause 5(1)

(2) a certified true copy of training course as specified in Clause 5(2)

(3) a certified true copy of the language proficiency test result as specified in Clause 5(3)

(4) Certificate issued by the original affiliation, certifying that the Applicant has performed duties as specified in Clause 5(4) and (5)

(5) Three identical photos at the size of one inch, whereby the applicant must be facing the camera and must not wear any hat and eyewear, and the photos must be taken within the last six months.

(6) Other documents and evidence as required by Director General

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Clause 8 Director General shall appoint and issue a Designated Air Traffic Controller Examiner Certificate if it appears that the nominated applicant satisfies the qualification requirements specified in Clause 5 and does not have the prohibited characteristics specified in Clause 6, and has submitted documents and evidence specified in Clause 7 in an accurate and complete manner.

Designated Air Traffic Controller Examiner Certificate shall be issued in form as attached in Appendix B to this regulation.

Clause 9 A Designated Air Traffic Controller Examiner who has been appointed under this Rule shall serve for a term of not exceeding three years and can be re-appointed.

Clause 10 The Designated Air Traffic Controller Examiner appointed by Director General is authorized to perform duties as follows:

(1) Be an examiner for practical test of air traffic controller in support of issuance of Air Traffic Controller Licence for the first time

(2) Be an examiner for practical test of air traffic controller in support of issuance of following rating endorsements

(a) Aerodrome Control Rating

(b) Approach Control Procedural Rating

(c) Approach Control Surveillance Rating

(d) Area Control Procedural Rating

(e) Area Control Surveillance Rating

(3) Be an examiner and assess performance of Air Traffic Controller On-the-Job-Training Instructor

(4) Be an examiner and assess competence of Air Traffic Controller in order to maintain their competence

(5) Be an examiner for practical test of item (1) and (2) of air traffic controller from other air traffic service providers. The remuneration for the appointed Designated Air Traffic Controller Examiner shall be in accordance with the regulations stipulated by the CAAT.

(6) Perform duties as assigned by the Director General

Clause 11 The Director General shall specify scope of duties under Clause 10 on each Designated Air Traffic Controller Examiner Certificate.

CAAT shall prepare a seal by specifying the seal number to be allocated to each appointed Designated Air Traffic Controller Examiner for certifying a result of assessments and shall affix a seal on checklist uses in performing duty under Clause 10, whereby such seal shall be deemed the property of CAAT.

CAAT shall prepare a name list of the appointed Designated Air Traffic Controller Examiner according to each air traffic control rating, and shall collect the signatures of such Designated Air Traffic Controller Examiner, as well as recording the seal numbers issued by CAAT.

In the event that the seal issued by the CAAT is defected, lost or damaged that render useless of the property, the concerned Designated Air Traffic Controller Examiner shall be responsible for notifying in writing to CAAT within 7 days.

Clause 12. An Assessor who has been appointed under this Rule shall have the following duties:

(1) Comply with laws, rules, regulations, orders or any other conditions prescribed by the Competent Officer;

(2) Update news and information pertaining to the flight operations control airspace.

(3) Conduct practical assessment of air traffic controller , add air traffic controller rating and conduct the report and the results of such checks in accordance with the Checklist stipulated as attached in this rule which pursuant to the CAAT 'S Air Traffic Controller Skill test manual ; and submit to the CAAT the results thereof within seven business days from the date of completion of such checks in order to used as supporting evidence for the issuance of an air traffic controller licence or endorse another rating, as the case may be.

(4) Report to the Director General the results of practical assessment under (3) every three months in accordance with Record of tests/Checks Form

Clause 13 An assessor who has been appointed under this Rule shall comply with the disciplinary procedures, as follows:

(1) Shall not perform duties during the period of which the ATC's assessor is expired or invalid

(2) Shall not be under the influence of alcohol, drugs, or any substances that have psychological effects while performing duties;

(3) Shall not record false results of practical assessment, or add, amend, delete, or engage in any act that causes the Record of Assessment to be false; and

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(4) Shall carry the ATC's Assessor Certificate while performing duties at all times in order to be inspected by the Competent Officer at any time.

Clause 14 The appointed Examiner for practical test of air traffic controller shall maintain the performance duties. The appointed Examiner for practical test of air traffic controller shall perform the Examiner for practical test of air traffic controller at least 2 times within 1 year.

In the event that an Examiner for practical test of air traffic controller lacks the performance duties as per Paragraph one, he/she shall complete refresher training certified by the Director General and perform duties under supervision of the Examiner for practical test of air traffic controller who perform duties at the air traffic control unit at least 2 times within one year.

Clause 15 The CAAT shall examine and assess the performance of each appointed Examiner for practical test of air traffic controller.

In case any appointed Examiner for practical test of air traffic controller fails the examination and performance assessment, the Competent Officer shall inform such practical ATC assessor of the result and order the same to immediately suspend his/her performance of duties as an Examiner for practical test of air traffic controller, and thereupon deliver a written notice to the original affiliation. Any outcomes from the performance of duties which have been conducted after the Competent Officer's order of suspension, shall be deemed invalid.

Clause 16. In the event that the Designated Examiner for practical test of Air Traffic Controller Certificate of an appointed Designated Examiner for practical test of Air Traffic Controller is due to expire, if an air traffic service provider wishes to nominate the same person to be appointed as a designated examiner for practical test of Air Traffic Controller, it shall submit to the Competent Officer the application according to the form as attached hereto, along with the following documentary evidence, within 45 days prior to the expiration date of the Designated Examiner for practical test of Air Traffic Controller:

(1) Copy of the Designated Examiner for practical test of Air Traffic Controller Certificate which will be expired;

(2) Evidence of the performance of duties as a Designated Examiner for practical test of Air Traffic Controller in accordance with XXX Record of performance of duties Form.

(3) Evidence of the completion of the Designated Examiner for practical test of Air Traffic Controller refresher review training course that has been approved by the Director General;

(4) Two identical photos at the size of one inch, whereby the person must be facing the camera and must not wear any hat and eyewear, and the photos must be taken within the last six months.

Clause 17 In order to renew a Designated Air Traffic Controller Examiner Certificate, Director General shall apply the provisions in Clause 15 and Clause 16 to the consideration for renewal of the Certificate.

In the event that Director General, with reasonable grounds under Clause 19, deems it appropriate to not reappoint a Designated Air Traffic Controller Examiner to continue his/her duties, CAAT shall be responsible for delivering a written notice to the Designed Air Traffic Controller Examiner and the Air Traffic Service Provider that is the original affiliation of that Designed Air Traffic Controller Examiner and.

Clause 18 The Designated Air Traffic Controller Examiner Certificate shall be deemed invalid under the following circumstances:

(1) The appointed Designated Air Traffic Controller Examiner lacks qualifications under Clause 5 or possesses prohibited characteristics under Clause 6;

(2) The appointed Designated Air Traffic Controller Examiner is dismissed from employment by the original affiliation as specified in the Designated Air Traffic Controller Examiner certificate; or

(3) The appointed Designated Air Traffic Controller Examiner does not perform duties as prescribed in Clause 14

Clause 19 The Director General shall have the authority to suspend, revoke, or deny renewal of the Designated Air Traffic Controller Examiner Certificate under the following circumstances:

(1) Violation of or incompliance with Clause 12;

(2) Violation of or incompliance with Clause 13;

(3) Violation of or incompliance with guidelines and procedures, or any manuals in respect of air traffic controller practical test as prescribed by CAAT;

(4) Violation of or incompliance with the Air Navigation Act, applicable rules, regulations, orders, or any other conditions prescribed by the CAAT; or

(5) If there are reasonable grounds to believe that the appointed Designated Air Traffic Controller Examiner lacks knowledge, competence, qualifications or efficiency in performing duties.

Given on 30 September B.E.2563 (2020)

-Signature-

(Mr. Chula Sukmanop)

Director General

The Civil Aviation Authority of Thailand