

### Collecting Guidance from Expert Groups Template

<b>Alleviation Title</b>	<b>ATCO recency requirement extension</b>
<b>Version</b>	<b>1.0</b>
<b>Publication Date</b>	<b>24 April 2020</b>
<b>Relevant Standard(s)</b>	<p><b>Annex 1</b></p> <p><b>4.5.3.4 Validity of ratings</b></p> <p>A rating shall become invalid when an air traffic controller has ceased to exercise the privileges of the rating for a period determined by the Licensing Authority. That period shall not exceed six months. A rating shall remain invalid until the controller's ability to exercise the privileges of the rating has been re-established.</p>
<b>CCRD entry required</b>	Yes
<b>Problem Statement</b>	<p>Where the use of a qualified OJTI to provide revalidation training is not possible, States may determine a need to waive the 6 month recency requirement to ensure continuity of service provision, for example, where:</p> <ul style="list-style-type: none"> <li>• As a result of COVID-19 related health issues, some ATCOs may exceed the 6 month recency requirement without having exercised the privileges of a rating or ratings, or</li> <li>• ATCOs return from other leave unrelated to COVID-19; or</li> <li>• ANSPs may find it necessary to utilize previously rated air traffic controllers to ensure continuity of service provision, due to staff sickness etc.</li> </ul>
<b>Applicability</b>	<ul style="list-style-type: none"> <li>• The ATC Ratings are within the validity period at the time of the alleviation</li> <li>• This alleviation applies for the period established by the State and ending no later than 31 March 2021.</li> </ul>
<b>Alleviation summary</b>	<ul style="list-style-type: none"> <li>• Extension of the rating validity is to a specific date upon application or general administrative decision</li> </ul>
<b>Operational Context</b>	<ul style="list-style-type: none"> <li>• Operational Air Traffic Control staff, providing live ATC services.</li> </ul>
<b>Possible Mitigations</b>	<ul style="list-style-type: none"> <li>• ATCO pairing (e.g. A planner and Controller, one of whom complies with recency requirements)</li> </ul>

	<ul style="list-style-type: none"> <li>• Additional performance monitoring or assessment (including by remote means):</li> <li>• reviews of voice recordings</li> <li>• oral knowledge testing</li> <li>• written knowledge tests</li> <li>• Performance assessment using principles of social spacing</li> <li>• Active monitoring of traffic complexity and volume by ATC supervisors to ensure ATCO workload is maintained at an appropriate level</li> <li>• “Return to normal operations plan” to manage the assessment, as per Annex 1 — Personnel Licensing, by each ATCO affected by the alleviation when it expires.</li> </ul>
<p><b>Alleviations likely to be unacceptable to other States</b></p>	<ul style="list-style-type: none"> <li>• Service providers using this temporary alleviation for reason not associated with COVID-19 constraints.</li> </ul>
<p><b>References:</b></p>	<ul style="list-style-type: none"> <li>• Manual on Air Traffic Controller Competency-based Training and Assessment and the Manual on Air Traffic Control On-the-Job Training Instructor Competency-based Training and Assessment (Doc 10056, Volumes I and II)</li> </ul>