Form 2254 (2024-08-04)

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| **OVERENSSTEMMELSES-MATRIX, FORORDNING (EU) 2015/340****”UDDANNELSE PÅ ARBEJDSSTEDET” (UNIT TRAINING)** |
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| For vejledning: se blanketten ”ansøgning om godkendelse af flyveleder-uddannelsesorganisation”. |

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| **Data vedrørende udfyldelse** |
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| Navn på uddannelsesorganisation |  |
| Version nummer |  |
| Dato |  |

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| **ATCO.D.045(a)** |
| **Composition of unit training** |
| Requirement (EN text) | (a) Unit training shall consist of training course(s) for each unit endorsement established at the ATC unit as defined in the unit training plan. |
| Requirement (DK text) | (a) Uddannelse ved en enhed består af et eller flere uddannelseskurser for hver enhedspåtegning, der er fastlagt hos flyvelederenheden som defineret i uddannelsesplanen for enheden. |
| AMC | - |
| GM | GM1 ATCO.D.045(a) Composition of unit trainingIf an applicant undertakes unit endorsement training, and there is a requirement for training to achieve an additional unit endorsement, the applicant should not repeat the training objectives covered in the first unit endorsement training; however, the objectives of the additional unit endorsement course(s) should be achieved. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.045(b)** |
| **Composition of unit training** |
| Requirement (EN text) | (b) The unit endorsement course(s) shall be developed and provided by training organisations according to ATCO.D.060 and approved by the competent authority. |
| Requirement (DK text) | (b) Enhedspåtegningskurset(erne) udformes og udbydes af uddannelsesorganisationer i overensstemmelse med ATCO.D.060 og godkendes af den kompetente myndighed. |
| AMC | - |
| GM | - |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.045(c)** |
| **Composition of unit training** |
| Requirement (EN text) | (c) Unit training shall include training in:(1) operational procedures;(2) task-specific aspects;(3) abnormal and emergency situations; and(4) human factors. |
| Requirement (DK text) | (c) Uddannelse ved en enhed omfatter uddannelse i:1) operationelle procedurer2) opgavespecifikke aspekter3) unormale situationer og nødsituationer og4) menneskelige faktorer. |
| AMC | AMC1 ATCO.D.045(c)(3) Composition of unit trainingABNORMAL AND EMERGENCY SITUATIONS1. Training for all identified abnormal and emergency situations should primarily take place on synthetic training devices.
2. Training organisations should develop performance objectives for the abnormal and emergency situation training.
3. Where a low safety risk for the ATC service provision has been identified and agreed by the competent authority, training in abnormal and emergency situations may take place by means other than synthetic training devices.
4. If the pre-on-the-job training phase is not provided, the abnormal and emergency situation training should be scenario-based and as realistic as possible while maintaining operational safety.
5. Checklists for abnormal and emergency situations used in operations should be made available to the applicant and be available at all times during scenario training.

AMC1 ATCO.D.045(c)(4) Composition of unit trainingHUMAN FACTORS1. Training organisations should train applicants during unit training in team resource management, fatigue management and stress management.
2. Training organisations should develop performance objectives for the team resource management training.
3. The team resource management training may also make use of synthetic training devices.
4. Training organisations should develop training objectives for the fatigue management and stress management training.

AMC2 ATCO.D.045(c)(4) Composition of unit trainingHUMAN FACTORSHuman factors training should include, as a minimum, the following topics and related objectives:(a) Basic needs of people at work(1) List the basic needs of people at work.(2) Characterise the factors for work satisfaction.(b) Human performance(1) Describe the impact of responsibility on an air traffic controller’s actions.(2) Recognise the different responsibilities of an air traffic controller.(c) Work environment(1) Explain the reasons for automation.(2) Describe the advantages and constraints of automation.(d) Team resource management (TRM)(1) Explain the relevance of TRM.(2) Describe the content of the TRM concept.(e) Stress and fatigue management(1) Describe the fatigue and stress management policy(ies) in force (at the ATS unit).(2) Explain the procedure(s) in force for air traffic controllers to report stress and fatigue (at the ATS unit).(3) Consider the benefits of critical incident stress management (CISM).(f) Human error(1) Describe the impact an occurrence/incident may have on an air traffic controller.(2) Explain the causes and dangers of violation of rules becoming accepted as common practice. |
| GM | - |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.050(a)** |
| **Prerequisites of unit training** |
| Requirement (EN text) | Provided that the requirements set out in points ATCO.B.001(d), ATCO.B.005(e) and ATCO.B.010(b) are met:(a) unit training may only be started by persons who have successfully completed initial training relevant to the rating and, if applicable, rating endorsement; |
| Requirement (DK text) | Forudsat at kravene i punkt ATCO.B.001, litra d), ATCO.B.005, litra e), og ATCO.B.010, litra b), er opfyldt:a) enhedstræning må kun påbegyndes af personer, der har fuldført en grunduddannelse, der er relevant for kategorien og, hvis det er relevant, kategoripåtegningen |
| AMC | - |
| GM | - |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.050(b)** |
| **Prerequisites of unit training** |
| Requirement (EN text) | (b) the on-the-job training phase of unit training may only be started by persons who are holders of a student air traffic controller licence or an air traffic controller licence with the appropriate rating and, if applicable, rating endorsement. |
| Requirement (DK text) | b) enhedstræningens uddannelsesfase på arbejdsstedet må kun påbegyndes af personer, der er indehavere af et flyvelederelevcertifikat eller et flyveledercertifikat med den relevante kategori og, hvis det er relevant, kategoripåtegning. |
| AMC | - |
| GM | - |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(a)** |
| **Unit training plan** |
| Requirement (EN text) | (a) A unit training plan shall be established by the training organisation for each ATC unit and shall be approved by the competent authority. |
| Requirement (DK text) | (a) Uddannelsesorganisationen udarbejder for hver flyvelederenhed en uddannelsesplan, som skal godkendes af den kompetente myndighed. |
| AMC | - |
| GM | GM1 ATCO.D.055 Unit training planGENERALGuidance for the development of unit training plans can be found in EUROCONTROL’s documents ‘Guidelines for the Development of Unit Training Plans’, Edition number 1.0, dated 31.08.2005 and ‘Annex to the Guidelines for the Development of Unit Training Plans: Examples of UTP’, Edition 2.0, dated 10.06.2010.GM1 ATCO.D.055(a) Unit training plan ATC UNIT FOR AERODROME CONTROL FROM A REMOTE TOWER For the purpose of establishing a unit training plan, a Remote Tower Centre (RTC) may be considered as one Air Traffic Control (ATC) unit. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(b) 1-3** |
| **Unit training plan** |
| Requirement (EN text) | (b) The unit training plan shall contain at least:(1) ratings and endorsements for which the training is conducted;(2) the structure of the unit training;(3) the list of unit endorsement course(s) according to ATCO.D.060; |
| Requirement (DK text) | b) Uddannelsesplanen for enheden skal som minimum indeholde:1) de kategorier og påtegninger, som uddannelse gennemføres for2) uddannelsens opbygning3) listen over enhedspåtegningskursus(er) i overensstemmelse med ATCO.D.060 |
| AMC | - |
| GM | GM1 ATCO.D.055 Unit training planGENERALGuidance for the development of unit training plans can be found in EUROCONTROL’s documents ‘Guidelines for the Development of Unit Training Plans’, Edition number 1.0, dated 31.08.2005 and ‘Annex to the Guidelines for the Development of Unit Training Plans: Examples of UTP’, Edition 2.0, dated 10.06.2010. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(b) 4-5** |
| **Unit training plan** |
| Requirement (EN text) | (b) The unit training plan shall contain at least:(4) the process for the conduct of a unit endorsement course;(5) the training methods; |
| Requirement (DK text) | b) Uddannelsesplanen for enheden skal som minimum indeholde:4) proceduren for gennemførelse af et enhedspåtegningskursus5) uddannelsesmetoderne |
| AMC | - |
| GM | GM1 ATCO.D.055 Unit training planGENERALGuidance for the development of unit training plans can be found in EUROCONTROL’s documents ‘Guidelines for the Development of Unit Training Plans’, Edition number 1.0, dated 31.08.2005 and ‘Annex to the Guidelines for the Development of Unit Training Plans: Examples of UTP’, Edition 2.0, dated 10.06.2010.GM1 ATCO.D.055(b)(5) Unit training planTRAINING METHODSTraining organisations should consider a variety of methods when conducting training leading to a unit endorsement. Although this list is not exhaustive, such methods could be:* on-the-job;
* lecture;
* lesson/demonstration;
* case study;
* computer-based practical exercise;
* exercise;
* facilitation;
* group work;
* hands-on;
* interactive training;
* supervised practices;
* part-task practice;
* individual simulation;
* team simulation;
* group simulation;
* briefing/debriefing;
* structured briefing;
* structured debriefing;
* virtual classroom;
* role play;
* skill acquisition;
* self-study;
* self-test;
* resilience training.
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| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(b) 6-7** |
| **Unit training plan** |
| Requirement (EN text) | (b) The unit training plan shall contain at least:(6) the minimum duration of the unit endorsement course(s);(7) process for adapting the unit endorsement course(s) to take due account of the acquired ratings and/or rating endorsements and experience of applicants, when relevant; |
| Requirement (DK text) | b) Uddannelsesplanen for enheden skal som minimum indeholde:6) enhedspåtegningskursernes minimale varighed7) proceduren for tilpasning af enhedspåtegningskurset(erne), så der tages behørigt hensyn til ansøgernes tilegnede kategorier og/eller kategoripåtegninger og erfaring, hvor det er relevant |
| AMC | AMC1 ATCO.D.055(b)(6) Unit training planDURATION OF UNIT ENDORSEMENT COURSES1. The on-the-job training instruction as part of the unit endorsement course should be at least of the duration specified in Annex 1 to the Chicago Convention, Sections 4.5.2.2.1(b) and (c) and 4.5.2.2.3.
2. Notwithstanding point (a), the minimum duration of the on-the-job training instruction for the surveillance radar approach rating endorsement may be partly substituted by utilising a simulator, if approved by the competent authority.
3. The approach precision radar control rating in Annex 1 to the Chicago Convention, Section 4.5.2.2.1(b), should be read in the context of this Regulation as APS-PAR rating endorsement according to point ATCO.B.015.
4. (d) The inclusion of surveillance radar approach duties in the privileges of the approach control surveillance rating in Annex 1 to the Chicago Convention, Section 4.5.2.2.1(c), should be read in the context of this Regulation as APS-SRA rating endorsement according to point ATCO.B.015.
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| GM | GM1 ATCO.D.055 (b)(7) Unit training planADAPTING THE UNIT ENDORSEMENT COURSE(S)When an applicant already holds the same rating for another unit, the training organisation may determine whether the unit endorsement course can be reduced, and if so, to what extent. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(b) 8-9** |
| **Unit training plan** |
| Requirement (EN text) | (b) The unit training plan shall contain at least:(8) processes for demonstrating theoretical knowledge and understanding according to ATCO.D.065, including the number, frequency and type of, as well as pass marks for examinations, which shall be a minimum of 75 % of the marks allocated to these examinations;(9) processes for the assessment according to ATCO.D.070, including the number and frequency of assessments; |
| Requirement (DK text) | b) Uddannelsesplanen for enheden skal som minimum indeholde: 8) procedurerne for påvisning af teoretisk viden og forståelse i overensstemmelse med ATCO.D.065, herunder antallet og arten af eksaminationer og deres hyppighed samt minimumskarakterer for beståelse, som skal være mindst 75 % af samtlige karakterpoint ved disse eksaminationer9) procedurerne for bedømmelse i overensstemmelse med ATCO.D.070, herunder antallet af bedømmelser og deres hyppighed |
| AMC | - |
| GM | GM1 ATCO.D.055 Unit training planGENERALGuidance for the development of unit training plans can be found in EUROCONTROL’s documents ‘Guidelines for the Development of Unit Training Plans’, Edition number 1.0, dated 31.08.2005 and ‘Annex to the Guidelines for the Development of Unit Training Plans: Examples of UTP’, Edition 2.0, dated 10.06.2010. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(b) 10** |
| **Unit training plan** |
| Requirement (EN text) | (b) The unit training plan shall contain at least:(10) training personnel qualifications, roles and responsibilities; |
| Requirement (DK text) | b) Uddannelsesplanen for enheden skal som minimum indeholde: 10) undervisernes kvalifikationer, roller og ansvarsområder |
| AMC | - |
| GM | GM1 ATCO.D.055 Unit training planGENERALGuidance for the development of unit training plans can be found in EUROCONTROL’s documents ‘Guidelines for the Development of Unit Training Plans’, Edition number 1.0, dated 31.08.2005 and ‘Annex to the Guidelines for the Development of Unit Training Plans: Examples of UTP’, Edition 2.0, dated 10.06.2010. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(b) 11-12** |
| **Unit training plan** |
| Requirement (EN text) | (b) The unit training plan shall contain at least:(11) process for early termination of training;(12) the appeal process; |
| Requirement (DK text) | b) Uddannelsesplanen for enheden skal som minimum indeholde:11) proceduren ved afbrydelse af uddannelse12) appelproceduren |
| AMC | - |
| GM | - |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(b) 13** |
| **Unit training plan** |
| Requirement (EN text) | (b) The unit training plan shall contain at least:(13) identification of records to be kept specific to the unit training; |
| Requirement (DK text) | b) Uddannelsesplanen for enheden skal som minimum indeholde:13) udpegelse af fortegnelser, der skal føres specifikt for uddannelsen ved en enhed |
| AMC | - |
| GM | GM1 ATCO.D.055 Unit training planGENERALGuidance for the development of unit training plans can be found in EUROCONTROL’s documents ‘Guidelines for the Development of Unit Training Plans’, Edition number 1.0, dated 31.08.2005 and ‘Annex to the Guidelines for the Development of Unit Training Plans: Examples of UTP’, Edition 2.0, dated 10.06.2010. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(b) 14** |
| **Unit training plan** |
| Requirement (EN text) | (b) The unit training plan shall contain at least:(14) a list of identified abnormal and emergency situations specific for each unit endorsement; |
| Requirement (DK text) | b) Uddannelsesplanen for enheden skal som minimum indeholde: 14) en liste over udpegede unormale situationer og nødsituationer, der er specifikke for hver enhedspåtegning |
| AMC | AMC1 ATCO.D.055(b)(14) Unit training planDESIRABLE BEHAVIOURS FOR ABNORMAL AND EMERGENCY SITUATIONS(a) Training organisations should establish desirable behaviours for the identified abnormal and emergency situations and associate them with established procedures.(b) Desirable behaviours of the applicants in case of abnormal or emergency situations may be of technical or non-technical nature. |
| GM | GM1 ATCO.D.055 Unit training planGENERALGuidance for the development of unit training plans can be found in EUROCONTROL’s documents ‘Guidelines for the Development of Unit Training Plans’, Edition number 1.0, dated 31.08.2005 and ‘Annex to the Guidelines for the Development of Unit Training Plans: Examples of UTP’, Edition 2.0, dated 10.06.2010. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.055(b) 15** |
| **Unit training plan** |
| Requirement (EN text) | (b) The unit training plan shall contain at least: (15) process and reasons for reviewing and amending the unit training plan and its submission to the competent authority. The review of the unit training plan shall take place at least once every three years. |
| Requirement (DK text) | b) Uddannelsesplanen for enheden skal som minimum indeholde:15) procedurerne og begrundelserne for gennemgang og ændring af uddannelsesplanen for enheden og forelæggelse af den for den kompetente myndighed. Uddannelsesplanen for enheden skal gennemgås mindst én gang hvert tredje år. |
| AMC | - |
| GM | - |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.060(a)** |
| **Unit endorsement course** |
| Requirement (EN text) | (a) A unit endorsement course shall be the combination of the relevant unit training phases for the issue or renewal of a unit endorsement in the licence. Each course shall contain:(1) a transitional training phase;(2) an on-the-job training phase.A pre-on-the-job training phase shall be included, if required, according to ATCO.D.005(a)(2). |
| Requirement (DK text) | (a) Enhedspåtegningskurset er en kombination af de faser i uddannelsen ved en enhed, der er relevante for udstedelse eller fornyelse af en enhedspåtegning i certifikatet. Hvert kursus skal omfatte:1) en fase med overgangsuddannelse2) en fase med uddannelse på arbejdsstedet.Forberedende uddannelse på arbejdsstedet skal indgå i kurset i overensstemmelse med ATCO.D.005, litra a), nr. 2), hvis det kræves |
| AMC | - |
| GM | - |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.060(b)** |
| **Unit endorsement course** |
| Requirement (EN text) | (b) The unit training phases referred to in paragraph (a) shall be provided separately or in an integrated manner. |
| Requirement (DK text) | (b) De i litra a) omhandlede faser i uddannelsen ved en enhed gennemføres separat eller integreret. |
| AMC | - |
| GM | - |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.060(c)** |
| **Unit endorsement course** |
| Requirement (EN text) | (c) Unit endorsement courses shall define the syllabus and the performance objectives in accordance with ATCO.D.045(c) and shall be conducted in accordance with the unit training plan. |
| Requirement (DK text) | (c) For enhedspåtegningskurser fastlægges pensum og resultatmål i overensstemmelse med ATCO.D.045, litra c), og kurserne gennemføres i overensstemmelse med uddannelsesplanen for enheden. |
| AMC | AMC1 ATCO.D.060(c) Unit endorsement courseUNIT ENDORSEMENT COURSE IN UNITS THAT PROVIDE GROUND MOVEMENT SURVEILLANCE CONTROLThe training for the provision of ground movement control with the support of aerodrome surface movement guidance systems should be included in the unit endorsement course.AMC2 ATCO.D.060(c) Unit endorsement courseUNIT ENDORSEMENT COURSE IN UNITS THAT PROVIDE TERMINAL CONTROLThe training for the provision of air traffic control (ATC) services with the use of any surveillance equipment to aircraft that operate in a specified terminal area and/or adjacent sectors should be included in the unit endorsement course. For area control surveillance (ACS) rating holders, the training should include objectives of initial training for the approach control surveillance (APS) rating related to terminal control. |
| GM | GM1 ATCO.D.060(c) Unit endorsement coursePERFORMANCE OBJECTIVES FOR AIR TRAFFIC CONTROLLERS PROVIDING SERVICES TO AIRCRAFT CARRYING OUT FLIGHT TESTSThe performance objectives for air traffic controllers providing air traffic control services to aircraft carrying out flight tests should ensure that applicants manage the workload and provide air traffic services and apply specific ATC procedures to aircraft carrying out flight tests within a defined aerodrome, approach control and/or area control area of responsibility.GM2 ATCO.D.060(c) Unit endorsement courseADDITIONAL TRAINING FOR AIR TRAFFIC CONTROLLERS PROVIDING SERVICES TO AIRCRAFT CARRYING OUT FLIGHT TESTSIn accordance with ATCO.B.020(d), the unit endorsement course for air traffic controllers providing air traffic control services to aircraft carrying out flight tests may include the following subjects, subject objectives, topics and subtopics:[text removed]GM3 ATCO.D.060(c) Unit endorsement course PERFORMANCE OBJECTIVES FOR AIR TRAFFIC CONTROLLERS PROVIDING AERODROME CONTROL SERVICE FROM A REMOTE TOWER The performance objectives for air traffic controllers providing aerodrome control service from a remote tower should ensure, through the use of a Remote Tower Module (RTM), that applicants apply ATC procedures in a manner that airspace users are not negatively impacted/affected, providing at least the same level of safety as from a conventional tower.GM4 ATCO.D.060(c) Unit endorsement course TRAINING FOR AIR TRAFFIC CONTROLLERS PROVIDING AERODROME CONTROL SERVICE FROM A REMOTE TOWER For air traffic controllers providing aerodrome control service from a remote tower, the following subjects, subject objectives, topics and subtopics should be integrated into the unit endorsement course: [text removed] |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.060(d)** |
| **Unit endorsement course** |
| Requirement (EN text) | (d) Unit endorsement courses that include training for rating endorsement(s) according to ATCO.B.015 shall be supplemented with additional training that allows for the acquisition of the concerned rating endorsement skills. |
| Requirement (DK text) | (d) Enhedspåtegningskurser, der omfatter uddannelse med henblik på kategoripåtegning(er) i overensstemmelse med ATCO.B.015, suppleres med yderligere uddannelse, som sikrer tilegnelse af de færdigheder, der kræves for de pågældende kategoripåtegninger. |
| AMC | - |
| GM | GM1 ATCO.D.060(d);(e) Unit endorsement courseTRAINING FOR RATING ENDORSEMENTSTraining for rating endorsement(s) as part of the unit endorsement course may be delegated to training organisations certified for initial training. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.060(e)** |
| **Unit endorsement course** |
| Requirement (EN text) | (e) Training intended for a rating endorsement shall consist of subjects, topics and subtopics developed by the training organisation and approved as part of the training course. |
| Requirement (DK text) | e) Uddannelse med henblik på en kategoripåtegning består af fag, emner og underemner, som uddannelsesorganisationen udvikler, og som godkendes som en del af uddannelseskurset. |
| AMC | - |
| GM | GM1 ATCO.D.060(d);(e) Unit endorsement courseTRAINING FOR RATING ENDORSEMENTSTraining for rating endorsement(s) as part of the unit endorsement course may be delegated to training organisations certified for initial training. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.060(f)** |
| **Unit endorsement course** |
| Requirement (EN text) | (f) Unit endorsement courses undertaken by student air traffic controllers or air traffic controllers in a Member State for which the competent authority is not the same that issued the licence, shall be adapted to include elements of initial training that are specific to the FAB or to the national environment. The same requirement shall apply for cases where the applicant for the student licence has completed initial training in a Member State that is different from the Member State that will issue the student licence. |
| Requirement (DK text) | f) Enhedspåtegningskurser, der gennemføres af flyvelederelever eller flyveledere i en medlemsstat, hvor den kompetente myndighed ikke er den myndighed, der har udstedt certifikatet, tilpasses således, at de omfatter elementer af grunduddannelsen, der er specifikke for den pågældende FAB eller for det nationale miljø. Det samme krav gælder i tilfælde, hvor vedkommende, der ansøger om et elevcertifikat, har gennemført en grunduddannelse i en anden medlemsstat end den medlemsstat, der vil udstede elevcertifikatet. |
| AMC | - |
| GM | - |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.065** |
| **Demonstration of theoretical knowledge and understanding** |
| Requirement (EN text) | Theoretical knowledge and understanding shall be demonstrated by examinations. |
| Requirement (DK text) | Teoretisk viden og forståelse dokumenteres ved eksaminationer. |
| AMC | - |
| GM | GM1 ATCO.D.065 Demonstration of theoretical knowledge and understandingMETHODS OF EXAMINATION(a) Oral examinations and/or written/computer-based examinations should be used to demonstrate the controller’s knowledge and understanding.(1) Oral examinationsThe oral examination is used to test the understanding of applicable techniques and the rules governing them, particularly of unit and national air traffic control procedures. Scenario-type questioning allows examiners to gather additional evidence of how an applicant would react in circumstances that are not observable, but are nevertheless considered important to the overall operation at that ATC unit.Oral examinations will give a clear indication that the persons undertaking training know not only what they should be doing, but why they should be doing it. The oral examination requires considerable skills and it should be undertaken in a way to ensure consistency among individual examiners.(2) Written examinationsThe written examination is used to test theoretical knowledge and to a lesser degree the understanding of applicable techniques and the rules governing them, particularly of unit and national air traffic control procedures. It is easier to administer and to ensure the consistency of written examinations particularly when using multiple-choice questioning. Although multiple-choice questioning can test knowledge, it is not appropriate for determining what a controller would do in a particular operational situation.Written examinations can also be computer-based.(b) The most comprehensive method of testing the understanding of the person undertaking training, contrary to their possession of pure knowledge, would be a combination of written examinations that assess the knowledge of unit and national procedures, together with a separate oral examination which tests the understanding and reactions to operational situations.  |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.070(a)** |
| **Assessments during unit endorsement courses** |
| Requirement (EN text) | (a) The applicant's assessment shall be conducted in the operational environment under normal operational conditions at least once at the end of the on-the-job training. |
| Requirement (DK text) | (a) Ansøgerne bedømmes under normale driftsbetingelser i det operationelle miljø som minimum én gang ved afslutningen af uddannelsen på arbejdsstedet. |
| AMC | - |
| GM | GM1 ATCO.D.070 Assessments during unit endorsement courses(a) DEDICATED ASSESSMENTS(1) A dedicated assessment should be carried out for the issue or renewal of a unit endorsement.(2) A dedicated assessment may consist of a single assessment or a series of assessments, as detailed in the unit training plan.(3) To conduct a dedicated assessment, the assessor(s) should sit with the applicant with the purpose of observing the quality and assessing the standard of work being carried out and, if also acting as OJTI at the same time, to maintain a safe, orderly and expeditious flow of air traffic.(4) The applicant concerned should be briefed on the conduct of the assessment.(5) For those situations where an applicant’s performance cannot be observed at the time of the assessment (e.g. low visibility operations, snow clearing, military activity, etc.), the assessment may be supplemented by synthetic training device sessions and oral examination.(6) Dedicated assessments may also be conducted at any stage of training as detailed in the unit training plan, where a more definitive measure of the progress is required, for example after 50 hours of practical training. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.070(b)** |
| **Assessments during unit endorsement courses** |
| Requirement (EN text) | (b) When the unit endorsement course contains a pre-on-the-job training phase, the applicant's skills shall be assessed on a synthetic training device at least at the end of this phase. |
| Requirement (DK text) | (b) Hvis enhedspåtegningskurset omfatter en fase med forberedende uddannelse på arbejdsstedet, vurderes ansøgerens færdigheder i en syntetisk træningsanordning som minimum ved udgangen af denne fase. |
| AMC | - |
| GM | GM1 ATCO.D.070 Assessments during unit endorsement courses(b) CONTINUOUS ASSESSMENT(1) Continuous assessment may be performed by the assessor observing the standard of the air traffic control service provided by those whose competence he/she will certify as he/she works with them during unit training or normal operational duties.(2) In cases where the assessors have not had sufficient contact with the applicant to adequately assess his/her performance, they will not certify the applicant’s competence until they have conducted a dedicated practical assessment. The applicant concerned must be advised that a dedicated practical assessment is to be conducted. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |

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| **ATCO.D.070(c)** |
| **Assessments during unit endorsement courses** |
| Requirement (UK text) | (c) Notwithstanding point (a), a synthetic training device may be used during a unit endorsement assessment to demonstrate the application of trained procedures not encountered in the operational environment during the assessment. |
| Requirement (DK text) | (c) Uanset litra a) kan der ved bedømmelse i forbindelse med en enhedspåtegning anvendes en syntetisk træningsanordning for at påvise anvendelse af procedurer, som ansøgeren er uddannet i, men som ikke er forekommet i det operationelle miljø under bedømmelsen. |
| AMC | - |
| GM | GM1 ATCO.D.070 Assessments during unit endorsement courses(c) ORAL EXAMINATION(1) The oral examination is used to test the understanding of applicable techniques and the rules governing them, particularly of unit and national air traffic control procedures. Scenario-type questioning allows the examiners to gather additional evidence of how an applicant would react in circumstances that are not observable, but are nevertheless considered important to the overall operation at that ATC unit.(2) The oral examination will give a clear indication that the applicant knows not only what he/she should be doing, but why he/she should be doing it. It requires considerable skills and it should be undertaken in a way to ensure consistency among individual examiners. |
| Method of compliance |  |
| Document reference(s) |  |
| Additional comments |  |