

Revision 2

18 October 2011

Air traffic Service Personnel Licences and Ratings—Flight Radiotelephone Operator Rating

General

Civil Aviation Authority Advisory Circulars contain information about standards, practices, and procedures that the Director has found to be an **Acceptable Means of Compliance (AMC)** with the associated rule.

An AMC is not intended to be the only means of compliance with a rule, and consideration will be given to other methods of compliance that may be presented to the Director. When new standards, practices, or procedures are found to be acceptable they will be added to the appropriate Advisory Circular.

An Advisory Circular may also include **Guidance Material (GM)** to facilitate compliance with the rule requirements. Guidance material must not be regarded as an acceptable means of compliance.

Purpose

This Advisory Circular provides guidance to facilitate compliance with the requirements for a Flight Radiotelephone Operator rating.

This material is intended for applicants for air traffic service personnel licences and ratings, holders of air traffic service personnel licences and ratings, air traffic service instructors, air traffic service examiners, training organisations, and air traffic service organisations.

Related Rules

This Advisory Circular relates specifically to Civil Aviation Rule Part 65 *Air Traffic Service Personnel Licences and Ratings*.

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Change Notice

Revision 2 makes editorial changes to text, and includes a revised Appendix A '*Subject No 102 ATS Flight Radiotelephone Operator Rating*' syllabus presented in the objective performance verb format.

Table of Contents

Introduction	4
Subpart F –Flight Radiotelephone Operator Rating.....	5
65.251 Applicability	5
65.253 Eligibility requirements	5
APPENDIX A	6
Subject No 102–ATS Flight Radiotelephone Operator Rating	6

Introduction

Civil Aviation Rule Part 65 *Air Traffic Service Personnel Licences and Ratings* was issued on 1 April 1997. Part 65 prescribes rules governing the issue of air traffic service licences and ratings, the conditions under which those licences and ratings are necessary, and the privileges and limitations of those licences and ratings. Amendments to these rules introduced changes that included the Area Control Automatic Dependent Surveillance Ratings, the Instructor Ratings, the Examiner Ratings, and the Flight Service Operator Licences. This Advisory Circular and the associated series of Advisory Circulars have been produced to support these rules.

The AC65 series has been split into separate Advisory Circulars – one for each Part 65 Subpart, and one for each rating where more than one rating is contained within a Subpart.

Guidance on how to comply with Civil Aviation Rule Part 65 Subpart F is contained within this Advisory Circular (AC) *Air Traffic Service Personnel Licences and Ratings – Flight Radiotelephone Operator Rating*.

Subpart F –Flight Radiotelephone Operator Rating

65.251 Applicability

Subpart F prescribes rules governing the issue of flight radiotelephone operator ratings to air traffic service personnel and the privileges and limitations of those ratings.

65.253 Eligibility requirements

Rule 65.253 (a)(1) requires an applicant for a flight radiotelephone operator rating to have satisfactorily completed an acceptable training course in aeronautical radiotelephone practices and procedures including a written examination. Attainment of the written syllabus given in Appendix A of this advisory circular would meet this requirement.

Rule 65.253 (a)(2)(i) requires an applicant for a flight radio telephone operator rating to have demonstrated to the holder of an air traffic service instructor rating, or flight instructor rating, correct manipulation and adjustment of the controls of aeronautical radiotelephone equipment. Successful passing of a practical test covering the syllabus in Appendix A of this advisory circular would meet this requirement. It is acceptable that the practical test be conducted in a classroom environment.

Rule 65.253 (a)(2)(ii) requires an applicant for a flight radio telephone operator rating to have demonstrated to the holder of an air traffic service instructor rating, or flight instructor rating, the ability to transmit and receive spoken message competently and in accordance with current procedures. Successful passing of a practical test covering the syllabus in Appendix A of this advisory circular would meet this requirement. It is acceptable that the practical test be conducted in a classroom environment.

APPENDIX A

Subject No 102–ATS Flight Radiotelephone Operator Rating

Each subject has been given a subject number and each topic within that subject a topic number. These reference numbers may be used on ‘knowledge deficiency reports’ and will provide valuable feed back to the examination candidate.

This syllabus is based upon Civil Aviation Rules and ICAO requirements.

Sub Topic	Syllabus Item
102.2	General
102.2.2	Describe the frequency bands in use for air-ground communications in the New Zealand FIR and Auckland Oceanic FIR.
102.2.4	Derive from operational publications, the required frequency for communication within particular airspace.
102.2.6	Demonstrate correct manipulation and adjustment of the Voice Communication System (VCS).
102.4	Procedures and Phraseology
102.4.2	State the language to be used in communications.
102.4.4	Demonstrate proficiency in delivery technique and microphone positioning.
102.4.6	Explain the requirements for the establishment of communications, communications watch, and transfer of communications.
102.4.8	State the phonetic alphabet to be used for transmitting letters.
102.4.10	Explain and demonstrate proficiency in the transmission of numbers and time.
102.4.12	Demonstrate proficiency in knowledge of aircraft callsigns and aeronautical station callsigns.
102.4.14	Identify and use correctly ICAO standard radiotelephony and phraseology procedures.
102.4.16	State the requirements for identifying operating position on internal telephone calls.
102.4.18	List the ATC clearances, information or instructions that require a full readback from an aircraft.
102.4.20	Explain the process for corrections and repetitions of communications.
102.4.22	Explain the readability scale and testing procedures.
102.4.24	Explain recommended procedures for dealing with aircraft on same frequency with similar callsigns.
102.6	Failure of Aircraft Communications
102.6.2	Describe the actions an IFR aircraft will take when experiencing loss of communications.
102.6.4	Describe the actions a VFR aircraft will take when experiencing loss of communications.
102.6.6	State the actions taken by an ATS unit in response to an aircraft communications failure.
102.8	Failure of ATS Communications
102.8.2	Explain the checks to be followed when aware of a partial or complete failure of the ATS air-ground element of the VCS.

Sub Topic	Syllabus Item
102.10	Distress and Urgency Communications
102.10.2	Define Distress and Urgency communications.
102.10.4	State the signal used for a Distress call.
102.10.6	State the signal used for an Urgency call.
102.10.8	State the message format for Distress and Urgency communications.
102.10.10	Describe the actions taken by ATS units during Distress situations.
102.10.12	Describe the actions taken by ATS units during Urgency situations.