



## OCEANIC TRAINING/CHECKOUT MARKING GUIDELINES

### INTRODUCTION

This document has been written to outline the marking guidelines for the XA and XU Divisions when undertaking Gander/Shanwick training and/or checkouts.

### GENERAL GUIDELINES

During any training or checkout, both the examiner and examinee shall follow the following procedures:

- The examinee shall connect to the master position (EGGX\_SG\_CTR).
- The examiner shall connect either as their staff callsign or ICAO\_T\_CTR. The ICAO must be either EGGX or CZQX.
- Additional controllers on EGGX or CZQX are not permitted at any time.
- During the checkout, at least one neighbouring domestic controller should be connected.
- In addition to OCMS and ORCA, the examinee may only use one other ICAO Approved ATC Client. IvAc 1 is strongly recommended for this.
- Training and Checkouts must last for a minimum of two hours. If an appropriate level of traffic cannot be maintained for this period then the training/checkout should be rescheduled.

Should any of the following unanticipated events occur then the following procedures should be followed:

- If a PC crash/IVAO Network outage occurs then the examinee must reconnect to the network within 15 minutes. If this time limit cannot be met then the training/checkout should be rescheduled.
- If the examinee fails to arrive for the training/checkout the examiner must wait for a period of at least 10 minutes. After this period, the training/checkout is considered cancelled and the examinee should be referred to the Oceanic Training Cancellation Policy.

### SCORING METHODOLOGY

Score	Description
0	Question answered incorrectly/task not achieved.
1	Question answered partially correctly/task partially achieved.
2	Question answered mostly correctly/task mostly achieved.
3	Question answered fully correctly/task fully achieved.

All training and checkouts are marked out of 120. To pass, at least 75% of these marks should be obtained.



## TASKS/QUESTIONS FOR EVALUATION

### IvAc Software Knowledge

- Correct setting of TeamSpeak & Frequency.
- Correct setting of ATIS.
- Communicate via text with other controllers or the trainer.
- Communicate via voice on the frequency.

### General Handling of OCMS/ORCA

- Strips kept up to date throughout.
- Strips transferred/deleted when leaving the controllers AOR.
- Strips deleted on disconnection if no other controllers are around.
- Clearances issued in a timely manner.

### Basic Theoretical Knowledge

- What is the classification of Shanwick/Gander Airspace between FL55 and FL660?
- Describe what HLA Airspace is.
- Correctly define the day and night OTS hours.
- Random routings are not accepted within how many miles of a NAT?

### Oceanic Clearances

- Clearances must be requested at least how many minutes in advance?
- Voice clearances consist of 5 elements, what are they?
- Under what circumstances is a time limitation given?
- Correct insertion into ORCA.
- Coordination of altitude/routing changes with domestic controllers.

### Separation

- What is the minimum vertical separation below FL410 for a subsonic flight?
- What is the minimum vertical separation above FL410 for a subsonic flight?
- What is the minimum vertical separation for a supersonic flight?
- What is the minimum lateral separation?
- For aircraft flying on the same track, what is the minimum longitudinal separation?
- What is the initial spacing formula for a fast aircraft following a slow aircraft?
- What is the initial spacing formula for a slow aircraft following a fast aircraft?
- How long before and after crossing must opposite direction aircraft be spaced?
- Separation maintained correctly throughout.

### SELCAL

- Able to verify SELCAL on initial call up.
- Correct actions taken in the event of failed verification.



## Position Reports

- How often must position reports be made by pilots?
- Position reports are made up of 6 elements, what are they?

## Oceanic Transition Areas

- The BOTA is delegated to which FIR?
- The NOTA is delegated to which FIR?
- The SOTA is delegated to which FIR?
- The GOTA is delegated to which FIR?

## Specific Coordination

- Relevant as required coordination IAW Section 8.

## Phraseology

- Phraseology in General.
- Addition of kHz and/or MHz when transmitting frequencies.
- Voice clearance phraseology.
- Position report phraseology.
- English Proficiency

## CHECKOUT AUTOFAIL CRITERIA

Checkouts shall be considered automatically failed if any one of the following criteria is met:

- Poor radio communication proficiency.
- Poor English language proficiency.
- Poor/insufficient theoretical knowledge.
- Poor ICAO software knowledge.
- Loss of separation.
- Any task marked 0.
- Cancellation of exam whilst in progress.
- Violation of ICAO Rules & Regulations.
- Examinee fails to turn up for checkout.
- Cheating.