



S1 (Developing Controller) Policy

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2. Document Control

S1 (Developing Controller) Policy Version 2.0		
Date	Version	Description
25 March 2022	1.0	Initial production of Policy
06 April 2022	1.1	Minor editorial changes
12 April 2022	1.2	Added a provision to reduce the prerequisite for real-world experience trainees
26 April 2022	1.3	Amplified the reference to VATSIM GRP and minor editorial changes
19 August 2022	1.4	Changed criteria for time to S2 assessment and revised S1 connection protocols
04 March 2023	1.5	Changed criteria for S1 enrolment and minor editorial amendments
01 March 2024	2.0	Terminology changes to accommodate the change from GRP to GCAP, minor editorial amendments

2.1 Change Process

- 2.1.1 Amendment proposals may be made in writing to the Training Director.
- 2.1.2 The Training Director reviews the Policy annually.

2.2 Document Purpose

- 2.2.1 This document prescribes how the VATSIM S1 Developing Controller rating is administered and used within VATNZ.

2.3 Scope

- 2.3.1 This Policy applies to VATNZ members.

3. Introduction

- 3.1.1 This Policy is based on the following VATSIM Global Controller Administration (GCAP) policy excerpts. Note that “Where approved by a Division, a Subdivision ...” means VATNZ for contextual purposes. For this subclause, a “Tier 1 Tower Control Position” means any Tower position administered by VATNZ.

6.5 Where approved by a Division, a Subdivision may allow all their Developing Controllers (S1) to control specified Tower Control positions before upgrade to Aerodrome Controller (S2).

6.5(a) The specified Tower Control positions must be clearly defined and published on the Subdivision or Division website.

6.5(c) Developing Controllers (S1) are only permitted to control Tier 1 Tower Control positions as part of a solo endorsement as defined in 6.3 or when supervised by a mentor as defined in 6.4.

6.5(d) Subject to the rules above, the Division has the authority to determine which positions, if any, are appropriate for Developing Controllers (S1) to operate independently.

- 3.1.2 VATNZ uses the S1 (Developing Controller) rating as a training qualification, allowing connection to the VATSIM network for mentored training and practice toward the S2 (Aerodrome Controller) rating.

4. Eligibility

4.1 Transitional Provisions

- 4.1.1 Students enrolled in the S2 course before 25 March 2022 must also complete all S1 course requirements. Such 'transitional' students may simultaneously enrol in both courses if required.
- 4.1.2 The Training Director may scale or waive the transitional provision in 4.1.1. for students close to or awaiting S2 assessment in consultation with the student's mentor.

4.2 Enrolment

- 4.2.1 For acceptance into the course, candidates must have at least 50 hours connected to VATSIM as a pilot. The 50 hours must be more or less spread evenly over at least three months and contain a meaningful number of flights.
- 4.2.2 The Training Director may scale or waive the provision in 4.2.1 for candidates with real-world experience as pilots or air traffic controllers.
- 4.2.3 Except as provided in 4.1, for subsequent enrolment in the S2 course, candidates must hold an S1 rating.
- 4.2.4 Candidates holding an S1 gained outside VATNZ must complete VATNZ S1 theory and practical training before enrolling in the S2.
- 4.2.5 To avoid doubt, holding the S1 replaces the previous S2 enrolment requirement for 50 hours of connection time and 20 hours of observing.

4.3 Term

- 4.3.1 S1 holders must achieve at least 50 hours of meaningful S1 VATSIM connection time over at least 90 days before becoming eligible for S2 assessment.
- 4.3.2 The Training Director may shorten the period prescribed in 4.3.1 where the candidate has relevant real-world experience.

5. Training and Assessment Process

5.1 Theory Phase

5.1.1 Candidates undergo tailored theory training followed by a written examination.

5.2 Practical Phase

5.2.1 Tailored training with discussion lessons followed by the “SweatBox” simulator commences on completing the written examination.

5.3 Practical Examination

5.3.1 A tailored SweatBox practical examination is undertaken on completion of practical training. The S1 rating is then issued.

5.4 Enrolment in the S2 Course

5.4.1 Successful S1 candidates must register for the S2 course immediately after the assessor has completed the S1 issue process.

5.5 Live Training on the Network

5.5.1 Trainees undertake online mentoring sessions designed to practise S1 competencies defined in the VATNZ training syllabus and allow online training for the S2 rating.

5.5.2 Students must have completed the S2 theory phase before commencing live training on the network.

6. Use

6.1 Authorised Aerodromes and Positions

- 6.1.1 The following aerodromes and positions are approved for online training by S1 controllers when connecting to the VATSIM network:
- a. NZAA: DEL, GND, TWR
 - b. NZWN: DEL, GND, TWR
 - c. NZCH: DEL, GND, TWR
- 6.1.2 Online training at any other aerodrome or position is permitted only with prior written authorisation from the Training Director.
- 6.1.3 Connections during significant VATNZ events and within one hour on either side of events are permitted only with prior written authorisation from the Training Director. A “normal” Night Shift is not considered significant for this sub-clause.
- 6.1.4 S1 controllers are prohibited from connecting to the VATSIM network without the express permission of a training staff member for each occasion they wish to log on as a controller, except where 6.2.2 applies.
- 6.1.5 S1 controllers must provide a self-debrief to their instructor after each session, including traffic handling data from stats.vatsim.net.

6.2 Instructors

- 6.2.1 Instructors are granted considerable discretion in allowing S1-rated trainees to connect to the network, provided each connection is approved and supervised individually. This does not mean the instructor must directly observe the student each time; mutual communication will suffice.
- 6.2.2 Notwithstanding 6.1.4 and 6.2.1, the Training Director or Deputy may grant blanket authorisations for candidates close to the S2 assessment. These candidates are listed under [Endorsements and S1 approvals \(vatnz.net\)](#).
- 6.2.3 When mentoring, instructing or assessing on the same position as the candidate, use the `_M_` or `_I_` callsign thus: NZAA_M_TWR.
- 6.2.4 When mentoring or assessing while connected to an adjacent position, use the regular callsign for that position. However, this practice is discouraged since the instructor’s attention may become diverted by live traffic.

7. Compliance

7.1 S1 Holders Connecting Contrary to Policy

- 7.1.1 An S1-rated Developing Controller found to have connected to the VATSIM network contrary to this Policy may face disciplinary action.

Gary Parata

TRAINING DIRECTOR

Acting by authority and on behalf of the Board of VATNZ.