ZTL Training Order 1
Lucas Kakert ZTL TA – I3

Section 1 - 1.1 Home Controller Training Flow + Transfers below S2

Observer joins ZTL having completed S1 CBT and Exam
Observer reads through ZTL supplemental training
Observer schedules/passes training session 1 (CLT DEL/GND) **eligible for promotion**
S1 is assigned VATUSA S2 CBT and S2 Exam
S1 schedules/passes training session 2
S1 reads through ZTL supplemental training
S1 schedules/passes training sessions (CLT LCL) **eligible for promotion**
S2 reads through ATL Major Field training (Optional Major rating)
S2 schedules/passes training sessions (ATL) **eligible for major cert** (Optional)

S2 is assigned VATUSA S3 Training (Legacy) and S3 Exam
S2 reads through ZTL supplemental training
S2 Schedules/passes training sessions (BHM) **eligible for solo cert (TA Approval Required)**
S2 Schedules/passes training sessions (CLT) **eligible for promotion**
S3 reads through A80 Major Field training (Optional Major rating)
S3 schedules/passes training sessions (A80) **eligible for major cert** (Optional)

S3 is assigned VATUSA C1 Training (Legacy) and C1 Exam (Major rating required)
S3 schedules C1 ground training session
S3 schedules/passes training sessions (ZTL Combined) **eligible for promotion**

Transfers that hold an S2 will enter the training program

Section 2 -Visiting Controller Training Flow

S1 is assigned ZTL S1 Visitors test
S1 is admitted to ARTCC
S1 reads through ZTL supplemental training
S1 Check out for CLT

S2 is assigned ZTL S2 Visitors test
S2 is admitted to ARTCC/ Cleared for all minor fields*
S2 reads through ZTL supplemental training
*S2 visitors who are promoted by an outside ARTCC or FIR will automatically gain minor tower privileges, unless otherwise determined by the ATM or their designee. Members who are from Non-VATUSA/CAN/ZSU facilities may be required to complete differences training prior to sign off on minor.
S2 is assigned ATL Major training (optional)
S2 schedules/passes training sessions (ATL) **eligible for major cert** (Optional)

S3 is assigned ZTL S3 Visitors test
S3 is admitted to ARTCC/ Cleared for all minor fields*
S3 reads through ZTL supplemental training
*S3 visitors who are promoted by an outside ARTCC or FIR will automatically gain minor approach privileges, unless otherwise determined by the ATM or their designee. Members who are from Non-VATUSA/CAN/ZSU facilities may be required to complete differences training prior to sign off on minor.
S3 is assigned A80 Major training (optional)
S3 schedules/passes training sessions (A80) **eligible for major cert** (Optional)

C1 is assigned ZTL C1 Visitors test
C1 is assigned ZTL S3 Visitors test
C1 is admitted to ARTCC/ Cleared for all minor fields*
C1 reads through ZTL supplemental training
*C1 visitors who are promoted by an outside ARTCC or FIR will automatically gain minor tower privileges, unless otherwise determined by the ATM or their designee. Members who are from Non-VATUSA/CAN/ZSU facilities may be required to complete differences training prior to sign off on minor.
C1 is assigned A80 Major training (optional)
C1 schedules/passes training sessions (A80) **eligible for major cert** (Optional)
C1 is assigned ZTL Combined training (optional)
C1 schedules/passes training sessions (ZTL) **eligible for ZTL combined rating** (Optional)

Section 3 - Supplemental Training
S1 Supplemental Training
<u>Lecture/Reading</u>
1.1 Atlanta Airspace Classifications
1.2 Equipment Requirements
1.3 Flight Strip Markings
1.4 Weather Forecasts
1.5 Controller Communications
1.6 Class B VFR Clearance (CLT)
1.7 VFR Traffic Pattern
1.8 IFR Clearance
1.9 Departure Procedures
1.10 Local Control

1.3 S2 Supplemental Training
<u>Lecture/Reading</u>
2.1 Charlotte Class B Airspace
2.2 ASDE-X
2.3 Departure Procedures
2.4 Helicopters

1.4 S2 Major Cert: Atlanta Hartsfield-Jackson International Airport Training
<u>Lecture/Reading</u>
Review Class B requirements
Review flight strip marking
Review professionalism
ATL Airspace
ATL SIDs
ATL Ground Operations
ATL Local Operations
Basic Radar
<u>Activities</u>
Checkout

1.5 S3 Major Cert: Atlanta Large TRACON Training (A80)
<u>Lecture/Reading</u>
Review Class B requirements

Review professionalism
A80 Airspace
ATL/Satellite SIDs
ATL/Satellite STARs
A80 Outers Operations (CSG MCN AHN)
A80 Satellite/Departure Operations (ATL)
A80 Feeder/Final (ATL)
<u>Activities</u>
Checkout

Section 4 - Solo Certifications-
1. S1 Solo Certifications (TWR)
1.1 S1 Solo Certifications will be issued with the following restrictions
1.1.1 Single Runway operations only (No crossing or parallel runway operations)
1.1.2 No LAHSO operations
1.1.3 No Intersection Departures
1.1.4 No Overhead approaches
1.1.5 No Radar operations
1.1.6 No tower splits are approved

1.2 S1 Solo Certification authorizes S1s to control Tower (TWR) at the following fields unless otherwise restricted
1.2.1 KLZU Gwinnett County, GA
1.2.2 KJQF Concord, NC
1.2.3 KTYS Knoxville, TN (McGee-Tyson)
1.2.4 KCHA Chattanooga, TN
1.2.5 KBHM Birmingham, AL
1.2.6 KMCN Macon, GA
1.2.7 KAGS Augusta, GA

2. S2 Solo Certifications (APP)
2.1 S2 Solo Certifications will be issued with the following restrictions
2.1.1 No Converging approaches may be in use
2.1.2 Airports with multiple runways may only have 1 precision approach in use
2.1.3 Airports with a precision approach in IFR conditions should use that as their primary
2.1.4 No NDB or TACAN approaches are approved unless it is the only approach
2.1.5 All Satellite departures will not be released unless ready for departure
2.1.6 Approach may only be split to Approach and Departure, no additional splits are approved

2.2 S2 Solo Certifications authorizes S2s to control approach/departure (DEP/APP)
2.2.1 KBHM Birmingham, AL
2.2.2 KAGS Augusta, GA (AGS solo certs will be issued in March and April Only by approval of ATM only)

3. C1 Solo Certifications (CTR)

3.1 C1 Solo certifications will be issued with the following restrictions

3.1.1 Solo controlling will occur during off-peak hours only

3.1.1.1 Off peak is defined as any time during 2100-1700 Local Sunday – Thursday

3.1.1.2 Off Peak will also include 0001-1600 Local Friday, Saturday, and Sunday if an A80 is present

3.1.2 All uncontrolled departures will not be released unless ready for departure

3.1.3 Center is not allowed to be split unless the other controller is rated

Section 5 - Training Team Positions

1. Instructor and Mentor Roles

1.1 Instructors – Instructors are members of VATUSA staff that are either permanently or temporarily members of the ZTL roster who hold I1 or I3 ratings. Instructor's primary responsibility is to perform training and mentoring of members of the ARTCC, while maintaining the standards established by VATSIM, VATUSA, and the Atlanta ARTCC. Instructors also hold the sole reasonability of promoting (Preforming OTSs) controllers as established by the Global Rating Policy.

1.2 Mentors – Mentors are members of Atlanta Training Staff that are appointed by the Training Administrator to perform training and mentoring of ARTCC members. Mentors primary responsibilities to perform training and mentoring of the members of ARTCC, while maintaining the standards established by the Atlanta ARTCC. Mentors will be the primary training body for the Atlanta Center, as such may recommend OTSs to the instructor pool. Mentors may also be certified to preform checkout for visiting and transfer controllers as prescribed by the Transfer and Visiting area of this order. Mentors will be certified for positions separately from those they are rated as determined by the Training Administrator.

Lucas Kakert
Training Administrator
ZTL ARTCC

/Signed/