

VATSIM Executive Committee Policy

Transfer and Visiting Controller - Global Policy

Effective: 01 June 2007

The following policy has been determined by the VATSIM Executive Committee and applies to an individual with a rating greater than PILOT/OBS who wishes to transfer to another region/division or operate as a visiting controller.

For the purpose of this policy, the following definitions apply:

A "transferee" is a person wishing to permanently transfer to another region/division so that their relationship with their old division ceases and the new division becomes their registered HOME division.

A "visiting controller" is a person who wishes to occasionally operate in another division whilst retaining the permanent relationship with their existing HOME division.

1. Region Transfer

1.1 A "transferee" includes, but is not limited to, a person from another VATSIM region, a person from a different FS network, or a person with real world aviation experience. In all cases a transferee will be accorded the rights and privileges as set out in this policy.

1.2 A transferee should use the Change Region procedure located under VATSIM, Member Services in order to contact the Regional Director and be assigned to a relevant Division, ARTCC, FIR, or vACC where local staff will be responsible for his or her integration as a transferee.

1.3 A transferee is required to first consolidate their current rating by satisfactorily performing on-line for at least 50-hours at their current rating in the division where the rating was granted. A rating not consolidated may not be transferred.

1.4 In addition to the consolidation requirement detailed in 1.3, a transferee must wait a 90-day period after any rating change (promotion) AND from any previous region transfer before any further region transfer will be considered. A transferee should take this into account when submitting a Change Region request. The 90-day waiting period applies only after using the Change Region procedure and does not apply to the initial region deployment made by a person during registration with VATSIM.

1.5 A Regional Director must allow any reasonable Change Region request and pass it on to those who will expedite it. A Change Region request may be rejected only if there is a documented history that has been taken into consideration. Where a Change Region request is rejected, the Regional Director must advise the person in writing stating the reason, and also insert the detail as a comment on the individual's database record.

1.6 A transferee will automatically be subject to any local rules but will retain his or her

current rating whilst learning the new ATC environment and fast-tracking through any local assessment or endorsement in order to become fully operational as quickly as possible.

1.7 A transferee must demonstrate a standard equal to the local requirements for their current ATC rating, level, or endorsement, and may be required to undertake any appropriate local “competency check”.

1.8 A transferee having satisfactorily passed a local competency check, or having been accepted as being at the proper standard, shall thereafter have the same rights and privileges as local staff of the same rating, level, or endorsement.

1.9 Where a transferee has not yet satisfactorily passed a local competency check in accordance with his or her rating, level, or endorsement, then the local ~~organization~~ jurisdiction may impose an appropriate restriction until such time that the transferee is able to demonstrate full competency.

If at any stage a transferee does not accept the proposed local induction plan or the transferee does not attain full competency within 90 days of the transfer then the transfer will become void and the Region Director will arrange to transfer the member back to their previous region without any loss of ATC rating, level, or endorsement.

2. Visiting Controller

2.1 Visiting controller is a status granted by a division to permit occasional controlling for a controller from another division who is operating outside of their HOME division.

2.2 The requirements detailed above for a “ transferee” shall equally apply to a “ visiting controller” except:

- a) a visiting controller must already be a controller in another VATSIM division; and
- b) a member may not hold an official staff position within a Region/Division where their status is only that of a ‘visiting controller’.

2.3 A controller should perform the majority, more than half, of their controlling in their HOME division therefore the sum of all controlling away from HOME should be less than half.

2.4 The HOME division is responsible for the provision of training, assessment and rating. A division may delegate some of this function to a sub-division operating under its control.

2.5 The visited division may provide training and assessment for the purpose of granting visiting controller status but is not permitted to alter a controller’s rating. Only a HOME division can alter a controller’s rating.

2.6 A controller seeking visiting controller status should apply to the training department of the division where he or she is seeking to operate as a visiting controller.

2.7 For the purpose of network supervision, a division should on its web site make available a list of visiting controllers

AMENDMENT HISTORY:

May 2009: Amend the Region Transfer document to reflect changes to the CoR and in particular "rating downgrades"

April 2007: Document re-numbered. Visiting controller defined and detailed

February 2007: Scope extended to include transferees from outside of VATSIM. Also requirements included for all transferees to consolidate their current rating prior to transfer, together with a 90-day waiting period between transfers. Effective from 1st March 2007.

January 2004: Drafted by the VATSIM Executive Committee and effective from February 15 2004.