

Aeronautical Information Circular

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AERONAUTICAL INFORMATION SERVICE

AIC
No: 12/17
B Date: 05 Oct 17

SUBJECT: *Application of Air Traffic Controller License*

1. General

- 1.1. In accordance with the Air Navigation Regulation of Macao (ANRM) Part IX paragraph 63, a person shall not provide in Macao any type of air traffic control service or hold himself out, whether by use of a radio call sign or in any other way, as a person who may provide any type of air traffic control service unless he is the holder of a valid Air Traffic Controller License (ATC License) so granted authorizing him to provide that type of service at the Macao aerodrome. Before the Macao ATC License is issued, the AACM needs to be satisfied that the applicant is a fit person to hold the license and is qualified by reason of his knowledge, experience, competence, skill, physical and mental fitness so to act. For this purpose, the applicant shall furnish such evidence and undergo such examinations and tests as prescribed in the ANRM.
- 1.2. In order to meet the experience requirements for the grant of an ATC License laid down in the Fourth Schedule paragraph 9 (3) of the ANRM, the applicant shall have completed an approved training course, and not less than three months satisfactory service engaged in the actual control of air traffic under the supervision of an appropriately rated air traffic controller. A valid Student ATC License issued in accordance with paragraph 62 of the ANRM is required for the person provides air traffic control service under supervision.

2. Application for Student ATC License

- 2.1. An applicant of the Student ATC License must:
 - a) submit a completed form PEL/APP/003;
 - b) submit a proof of nationality;
 - c) submit the documents certifying the successful completion of the approved training course;
 - d) pass the required written examination;
 - e) be assessed as fit for Class 3 aviation medical standards by a medical examiner designated by the AACM;
 - f) submit a proof of employment from the ATS service provider;
 - g) submit two recent color photographs in accordance with the requirements specified in Attachment A of this AIC;
 - h) pay the appropriate fee for the issuance of a Student ATC License.
- 2.2. The AACM may in a particular case require the applicant of Student ATC License to meet additional requirements.

3. Application for ATC License

- 3.1. An applicant of the ATC License conversion must:

- a) submit a completed form PEL/APP/003;
 - b) submit a proof of nationality;
 - c) submit the documents certifying the successful completion of the approved training course, including the on-the-job training;
 - d) pass the language proficiency test;
 - e) pass a competence check conducted by an AACM authorized ATC Examiner;
 - f) be assessed as fit for Class 3 aviation medical standards by a medical examiner designated by the AACM;
 - g) submit two recent color photographs in accordance with the requirements specified in Attachment A of this AIC;
 - h) pay the appropriate fee for the issuance of an ATC License.
- 3.2. The AACM may in a particular case require the applicant of ATC License to meet additional requirements.

4. Language proficiency requirements for ATC License

- 4.1. Language proficiency test is based on the language proficiency requirements in AC/PEL/002.

5. Written Examination for Student License and ATC License

- 5.1. Applicant of Student ATC License is required to pass the written examinations conducted by the AACM. Details of the ATC written examination are contained in the corresponding Macao AIC B series.

6. AIC B 16/12 is hereby cancelled.

Photograph Requirements

1. A recent, color, bare-headed and full-faced photograph.
2. Dimensions of the photograph must be 45mm high by 35mm wide (1.5 inches). Photograph must be taken in plain white background without margin.
3. The photograph must be clear and well defined. No effect lenses are allowed.
4. The image in the photograph must not be altered to change the natural appearance of the applicant, such as moles or scar and so on.
5. The photograph must be full-faced and show the facial features of the applicant clearly.
6. Head coverings are not allowed and heavy make-up, camisoles or tube-tops should be avoided when taking photograph.
7. To show full face, exaggerated accessories should be avoided when taking photograph.

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