

Supplementary Instruction (SI)

CAP 1032 Aerodrome Flight Information Service Officer Licensing



Safety and Airspace Regulation Group

Intelligence, Strategy and Policy

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CAP 1032 Aerodrome Flight Information Service Officer Licensing

1 Introduction

- 1.1 The purpose of this Supplementary Instruction is to detail changes made to Aerodrome Flight Information Service Officer (AFISO) Licensing (CAP 1032), relating to the 'Grant, Validity and maintenance of the AFISO Licence'.

2 Background

- 2.1 In 2015, the Association of UK FISOs (AUKFISO) conducted a thorough review of CAP 1032 and presented its findings to the CAA. In its formal response to the AUKFISO, the CAA stated that "cognisant of a number of deficiencies contained within Chapter 1 of CAP 1032, the CAA has determined that it will publish, via Supplementary Instruction, an amendment to Chapter 1."
- 2.2 The purpose of this amendment to CAP 1032 is to provide clarity on the licensing process from the point of being granted a licence, through the validation of that licence, to the ongoing maintenance of practical competency. This amendment sees the introduction of a brief glossary introducing specific definitions used elsewhere within CAP 1032 (see [Appendix A](#)), whilst Chapter 1 has been significantly altered (see [Appendix B](#)); noteworthy amendments are:
- a. **Terminology.** A number of changes have been introduced in order to provide consistency in the terminology used in the licensing of all ATS personnel¹, following the adoption of Reg (EU) 2015/340. It is worthy of note that this Implementing Rule is likely to form the basis for any future EASA rulemaking activity on the training and licensing of FISOs. Examples include:
- (1) The replacement of the term 'examination', where it applies to a practical check of competency, with 'assessment'.
- (2) The replacement of the title 'Aerodrome FISO Validity Examiner' with AFIS Assessor.

¹ UK CAA policy on the licensing of ATC Officers is contained within CAP 1251, the successor to CAP 744.

- (3) A clear definition of the terms revalidation and renewal.
- b. **Licence Validation and Competency.** The amended text provides:
 - (1) A clear distinction between the validation of the licence and the ongoing maintenance of practical competency;
 - (2) Clarity on the occasions on which a validation assessment is required; and
 - (3) A statement of the current CAA policy on the conduct of initial validation assessments by Inspectors ATS.
 - (4) A change to the notice period required to advise the CAA of a forthcoming validation assessment to align the arrangements for licensing of all ATS personnel.
- c. **ATS Provision.** The text permitting the provision of an AGCS by a trainee AFISO in the absence of a supervising validated AFISO has been removed.
- d. **Licence Examinations.** The minimum mark required in order to be awarded a pass in the theoretical examinations for 'Navigation and Meteorology' and 'Laws and Procedures' has been increased from 70% to 75%. This minor increase provides equivalence with the minimum mark required for ATC examinations stipulated within CAP 1251 and Reg (EU) 2015/340, and thus provides an element of 'future-proofing' for any future EASA rulemaking activity on the training and licensing of FISOs.

3 Amendment to CAP 1032

- 3.1 With effect from **5 January 2017**, CAP 1032 is amended as shown at [Appendix A](#) and [Appendix B](#). This change will be incorporated into CAP 1032 in due course.

4 Queries

- 4.1 Any queries or further guidance required on the content of this SI should be addressed to:

ATS Enquiries
Intelligence, Strategy and Policy
Safety and Airspace Regulation Group
Civil Aviation Authority
2W Aviation House
Gatwick Airport South
West Sussex RH6 0YR
E-mail: ats.enquiries@caa.co.uk

- 4.2 Any queries relating to the availability of this SI should be addressed to:

ATS Documents
Intelligence, Strategy and Policy
Safety and Airspace Regulation Group
Civil Aviation Authority
2W Aviation House
Gatwick Airport South
West Sussex RH6 0YR
E-mail: ats.documents@caa.co.uk

5 Cancellation

- 5.1 This SI shall remain in force until incorporated into CAP 1032 or it is cancelled, suspended or amended.

Appendix A

CAP 1032 Glossary of Terms – Definitions

Editorial Note. The text below is to be inserted as a new section following the 'Foreword' and preceding 'Chapter 1 Grant, Validity and Maintenance of the Aerodrome Flight Information Service Officer Licence'.

Glossary of terms

Definitions

The following terms have been defined to remove any doubt about the meaning of instructions in the text of this document. Terms annotated with an asterisk (*) are based upon equivalent definitions contained within Reg (EU) 2015/340 relating to the licensing of air traffic controllers and which have been adapted to provide terminology appropriate to the licensing of Flight Information Service Officers and to suit national licensing requirements.

A

Aerodrome A defined area (including any buildings, installations and equipment) on land or water or on a fixed, fixed off-shore or floating structure intended to be used either wholly or in part for the arrival, departure and surface movement of aircraft. (Reg (EU) 923/2012 Article 2(6))

Aerodrome Traffic Zone (ATZ) Airspace of defined dimensions established around an aerodrome for the protection of aerodrome traffic. (Reg (EU) 923/2012 Article 2(11))

Aerodrome Flight Information Service (AFIS) Assessor A person considered by the CAA to be competent to assess the practical skills of an Aerodrome Flight Information Service Officer and is authorised as such by the CAA. (* UK CAA)

Air Traffic Service (ATS) A generic term meaning variously, flight information service, alerting service, air traffic advisory service, air traffic control service (area control service, approach control service or aerodrome control service). (Reg (EU) 923/2012 Article 2(30))

Assessment An evaluation of the practical skills leading to the validation, revalidation and/or renewal of the licence, including behaviour and the practical application of knowledge and understanding being demonstrated by the person being assessed. (* UK CAA)

E

Examination A formalised test evaluating the person's knowledge and understanding.
(* UK CAA)

F

Flight Information Service (FIS) A service provided for the purpose of giving advice and information useful for the safe and efficient conduct of flights. (Reg (EU) 923/2012 Article 2(77))

Flight Information Service Officer (FISO) A Flight Information Service Officer at any aerodrome or area control centre.

P

Problematic Use of Substances The use of one or more psychoactive substances by aviation personnel in a way that constitutes a direct hazard to the user or endangers the lives, health or welfare of others; and/or causes or worsens an occupational, social, mental or physical problem or disorder. (Reg (EU) 923/2012 Article 2(102))

Provisional Inability A temporary state in which the licence holder is prevented from exercising the privileges of the licence whilst the licence remains valid. (* UK CAA)

Psychoactive Substances Term used to mean alcohol, opioids, cannabinoids, sedatives and hypnotics, cocaine, other psychostimulants, hallucinogens, and volatile solvents, whereas caffeine and tobacco are excluded. (Reg (EU) 923/2012 Article 2(104))

R

Renewal The administrative act taken after a licence validation has expired that renew the privileges of that licence for a further specified period subject to the fulfilment of specified requirements. (* UK CAA)

Revalidation The administrative act taken within the period of validity of a licence that allows the holder to continue to exercise the privileges of that licence for a further specified period subject to the fulfilment of specified requirements. (* UK CAA)

S

Safety Sensitive Personnel The term used to describe those personnel who might endanger aviation safety if they perform their duties and functions improperly, including crew members, aircraft maintenance personnel, aerodrome operations personnel, rescue, fire-fighting and maintenance personnel, personnel allowed unescorted access to the movement area and air traffic controllers. (Reg (EU) 923/2012 Article 2(116))

V

Validation A process by which, through the successful completion of a period of practical training and assessment, the licence holder may start exercising the privileges of that licence. (* UK CAA)

Appendix B

CAP 1032 Chapter 1 – Grant, Validity and maintenance of the Aerodrome Flight Information Service Officer Licence

Editorial Note. The text for Chapter 1 CAP 1032 is overleaf.

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