

New York ARTCC
Visiting Oceanic Controller Policy

General Notes

The following document describes the procedures that are common to all New York ARTCC Controllers, Visiting Controllers, and new members. Facility-specific information can be found in the SOP for the facility in question at <http://www.nyartcc.org/sops>

Note: This document is to be used for simulation purposes only. It should only be utilized for controlling virtual air traffic on the VATSIM Network that New York ARTCC (<http://www.nyartcc.org>) is affiliated with. The Network, Division, and New York ARTCC are in no way responsible for the potentially deadly consequences of using this information in any other manner than on a virtual air traffic network.

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Document Notes

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Section 1

Application Process/ General Information

- A. Any controller wishing to become a Visiting Oceanic Controller at New York ARTCC must make application to the Air Traffic Manager via email. The email must include the following information:
1. Full name
 2. CID
 3. VATSIM Rank
 4. Home Region
 5. Home Division
 6. Home ARTCC
 7. Reason for request
 8. Any other pertinent information
- B. A Visiting Oceanic Controller applicant must:
1. Possess a VATSIM Rank of C1 or higher
 2. Must be certified fully at all Center sectors and positions at their home ARTCC/ FIR/ vACC
 3. Provide at least one (1) letter of recommendation from their home ARTCC/ FIR/ vACC Chief or Training Director. This should be completed by the applicant. No effort will be made by the New York ARTCC to obtain a letter of recommendation for the applicant.
- C. A Visiting Oceanic Controller candidate will not be accepted if:
1. They have a suspension record
 2. They have any prior instances of insubordination or disregard of policy
 3. They have any prior instances of insubordination or disregard of policy at their home ARTCC/ FIR.
 4. Any other reason as documented by the Air Traffic Manager
- D. The Air Traffic Manager or Deputy Air Traffic Manager will accept or deny the Visiting Controller Application
1. No notification is required if the Visiting Controller Application is denied
 2. There is no local appeal process for a denial
- E. The Air Traffic Manager may suspend or terminate the Visiting Oceanic Controller program at any time

Section 2

Training and Certification

- A. The New York Oceanic Training Course is geared towards the experienced VATSIM Controller. This course is fast-paced and requires a lot of self-learning and motivation.

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- B. The New York Oceanic Training Course will be taught by an Instructor who has been previously approved by the Training Administrator
- C. The Instructor designated by the Training Administrator will be the sole Instructor assigned to the Visiting Oceanic Controller; only that Instructor will issue the Oceanic certification.
- D. Once certified, the Visiting Oceanic Controller will follow these guidelines at all times:
 - 1. A Visiting Oceanic Controller will adhere to the Oceanic SOP (http://www.nyartcc.org/SOP/Oceanic_SOP.pdf) at all times
 - 2. A Visiting Oceanic Controller will not staff or exercise control over any New York ARTCC Center Sector. This includes any and all Bermuda International Airport (TXKF) Local and TRACON services; these services are provided by a New York Center Sector.
 - 3. As an exception to Section 2, Subsection C(1), a Visiting Oceanic Controller will provide services to aircraft within the HILDY Sector (NY_BDA_CTR), above FL180. This will ensure uninterrupted oceanic services to aircraft overflying Bermuda International Airport (TXKF)
- E. Visiting Oceanic Controllers may not, at any time, be certified for any other facility or position within New York ARTCC. More specifically, a Visiting Oceanic Controller may only be certified to control New York Oceanic airspace.

Section 3

Other Information

- A. A Visiting Oceanic Controller must register for the New York ARTCC Forum and must remain active on the forum, specifically the Oceanic Forum.
- B. A Visiting Oceanic Controller will be required to meet the same activity requirements as a Member or Visiting Controller (http://www.nyartcc.org/SOP/ZNY_SOP.pdf)