



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

DIRECTORATE OF CERTIFICATION OF ATS PERSONNEL
RAJIV GANDHI BHAWAN, NEW DELHI-110003

[File No. AAI/CAP/2-002/2024]

Doc. Id: ED/CAP/2024/200202/CAPC/PROC

CAPC

CERTIFICATION OF ATS PERSONNEL CIRCULAR NO. 02 of 2024

CATEGORISATION OF ATS STATIONS

1 Introduction:

- 1.1 Rule 98 of The Aircraft Rules 1937 requires each Air Traffic Service Station to have a Rating Training Manual (RTM). Guidelines for preparation of RTM are described in DGCA CAR Section 9 Series L Part V.
- 1.2 The categorisation of ATS Stations is one of the criteria to facilitate the reduction of On-the-Job Training hours for ATCOs.

2 Purpose:

- 2.1 Purpose for this circular is to further elaborate the procedure of Categorisation of ATS Stations.

3 Applicability:

- 3.1 This CAPC is applicable to all GMs (ATM)/GMs (ATM-Region), ATS In-Charges and Air Traffic Service personnel of AAI.

4 Procedures:

- 4.1 Categorisation of ATS Stations of Airports Authority of India is based on the traffic volume.
- 4.2 Category of Stations is based on per day average of volume of traffic in preceding two years taken on 1st October of each year.
- 4.3 However, categorisation of these ATS station for the year 2020-2021 shall be based on the day 1st October 2019 (Pre-Covid Pandemic) until the same level or more traffic volume is achieved.
- 4.4 Categorisation of ATS stations which have been operationalised after 1st October 2019 shall be based on the average number of schedule flights operating per day from the date of operation for first two years. Thereafter, categorisation of these stations will be based on per day average of volume of traffic in preceding two years taken on 1st October of each year.
- 4.5 The stations which are yet to be operationalised, their categorisation for that year shall be based on the maximum number of flights scheduled on the date of operationalisation which will continue for first two years. Thereafter, categorisation of these stations will be based on per day average of volume of traffic in preceding two years taken on 1st October of each year.



- 4.6 Categorisation of ATS stations is done in two streams of ATS units, namely; Terminal stream consisting of Aerodrome control unit and Approach control unit and En-route stream consisting of Area control unit and Oceanic control centre.

Note: For the convenience of easy recognition the categories in Terminal stream are shown with a subscript 'term' (e.g. Aterm etc.) and categories in Enroute stream shown with a subscript 'enroute' (e.g. Aenroute etc.)

- 4.7 In case of change in categorisation of ATS Station based on average of volume of traffic operating per day, following procedure shall be followed:
- The ATS In-Charge shall compile per day average of volume of traffic taken in preceding two years (as on 1st October of current year) and forward the same in prescribed format attached as Annexure A to GM (ATM-REGION).
 - The GM (ATM-Region) will compile and submit the consolidated data of stations under his/her control to ED (CAP). This data should reach CAP Directorate latest by 10th October of each year.
 - Based upon the volume of traffic data submitted by ATS Station and recommendation of GM(ATM)-Region, ED (CAP) will examine and finalize the category of ATS Station(s).
 - The revised amended list will be submitted to DGCA and the same list will be circulated to all concerned.
 - Till the time, revised amended list is circulated, previous published list of "Categorisation of ATS Stations" will be valid. ATS In-Charges shall follow the published Category of ATS Station for conduct of skill assessment boards and rating endorsements.

4.8 Queries:

- 4.8.1 Any queries or further guidance required on the contents of this CAPC should be addressed to:

Executive Director [CAP]
Airports Authority of India
Rajiv Gandhi Bhawan
Safdarjung Airport
New Delhi-110003
E-mail: edcap@aai.aero

4.9 Validity

- 4.9.1 This CAPC comes into force with immediate effect and will remain in force until further notice.

(Orit Stephan Ekka)
EXECUTIVE DIRECTOR [CAP]
AIRPORTS AUTHORITY OF INDIA
Dated: 17-01-2024.



Annexure A

Name of ATS Station: _____

ICAO location indicator: _____

Details of average of volume of traffic for preceding two years w.e.f.
1st October 20____ to 30th September 20____:

Month	Average of volume of traffic			
	Year 20.....to 20.....		Year 20.....to 20.....	
	Scheduled Movements	Non- Scheduled Movements	Scheduled Movements	Non- Scheduled Movements
October				
November				
December				
January				
February				
March				
April				
May				
June				
July				
August				
September				

It is certified that the average of volume of traffic operating per day as per RTM Para 3.4.1.1.4 is _____.

Aircraft movement Data verified by ATS Incharge (Name & Designation)	Recommended by (Name & Designation) General Manager (ATM) ATS Station/ General Manager (ATM-Region)
---	--

Note: To be filled by ATS In-Charge in case of notification of new ATS Station or change of category of existing ATS Station.