

Name of the Airport: \_\_\_\_\_

Date: \_\_\_\_\_

**ASSESSMENT PROFORMA FOR SELECTION OF  
INSTRUCTOR/EXAMINER FOR ACC PLANNING RATING**  
(To be filled up by selection board)

1. NAME & DESIGNATION OF CANDIDATE : \_\_\_\_\_

2. EMPLOYEE ID : \_\_\_\_\_

3. ATTRIBUTES OF THE CANDIDATE :

Sl. No.	Attributes	Good	Average	Not satisfactory*
a)	Record of working as ACC Planner confidently in peak traffic (Based on the proficiency check records of previous years/Input from ATS In charge)			
b)	Aptitude for imparting training & counselling			
c)	Subject-matter competence (Knowledge of ATC & Planning procedures, rules, regulation and their application)			
d)	Effective Communication Skill			
e)	Behaviour and attitude			
f)	Ability to understand people and work amicably			
g)	Self-motivation and motivating others			
h)	Empathy			
i)	Enthusiasm			
j)	Knowledge of Assessment Technique			
k)	Providing feedback of assessment to trainee/examinee (if applicable)			

4. Remarks of the board : \_\_\_\_\_

(\*: Candidate having 'not satisfactory' performance in any of the attributes shall not be considered for recommendation as Instructor/Examiner.)

**Recommended/ Not recommended as Instructor/Examiner for Area Control Centre Planning Rating.**

\_\_\_\_\_  
(SIGNATURE)

NAME:

DESIGNATION:

CHAIRMAN

\_\_\_\_\_  
(SIGNATURE)

NAME:

DESIGNATION:

MEMBER-1

\_\_\_\_\_  
(SIGNATURE)

NAME:

DESIGNATION:

MEMBER-2