

# NOTICE

## U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

**8000.378**

National Policy

Effective Date:  
04/01/18

Cancellation Date:  
06/01/18

**SUBJ:** Air Traffic Safety Oversight Credentialing and Control Tower Operator Certification Programs

---

**1. Purpose of this Notice.** This notice amends the subject Order to: (1) clarify credentialing requirements for temporary towers; (2) establish a provision to notify the Air Traffic Safety Oversight Service (AOV) when a Control Tower Operator Examiner (CTO-E) practical test is scheduled; and (3) clarify that Air Traffic Control Specialists (ATCS) cannot exercise the privileges of their rating if they do not meet the currency requirements in Order JO 7210.3, Facility Operation and Administration. This Order makes no substantive changes to Notice 8000.376 except for extending the cancellation date.

**2. Audience.** Organizations and personnel who certify or perform direct safety-related air traffic control services in support of the NAS.

**3. Where can I Find This Notice?** This notice is available on the MyFAA employee website at: [https://employees.faa.gov/tools\\_resources/orders\\_notices/](https://employees.faa.gov/tools_resources/orders_notices/).

**4. Explanation of Policy Change.**

a. The Air Traffic Safety Oversight Service (AOV) has received questions concerning Air Traffic Control Specialist (ATCS) credentials for temporary towers. Therefore, AOV is amending Order 8000.90B to clarify these requirements. Order 8000.90B, Chapter 7, paragraph 4 allows credentialed controllers, with a current tower rating, to work in temporary towers (for less than 120 days) without the need to obtain a site-specific credential.

(1) Although a site-specific credential is not needed, a facility-specific written and practical test that includes subject matter pertaining to the temporary location is still necessary. Therefore, a tower controller must pass a facility-specific written and practical test when performing direct safety-related air traffic control services in a temporary tower.

(2) Credentialed controllers with a tower rating do not require and will not be issued an FAA Form 8060-4, Temporary Airmen Certificate. A change to 14 CFR part 65, effective February 17, 2015, excludes FAA controllers from holding a CTO certificate, however, it does not eliminate the requirements of Order JO 3120.4.

b. In accordance with Order 1100.161, Air Traffic Safety Oversight, AOV is the program office responsible for the CTO program. To manage the CTO program more effectively, AOV is establishing a notification provision if a CTO-E is scheduled to perform an initial CTO written examination, as applicable, or a practical examination is scheduled to be conducted in a newly-established air traffic facility.

c. Finally, a recent audit of the ATO on the subject of ATCS operational currency revealed that although Order 1100.161 identifies currency as a component of the Credentialing program, additional explanation is needed. Therefore, AOV is clarifying that individuals who have not met the currency requirements in Order JO 7210.3 may not exercise the privileges of their Credential rating.

**5. Action.** Amend Order 8000.90B, *Air Traffic Safety Oversight Credentialing and Control Tower Operator Certification Programs*, dated February 17, 2015, as follows:

a. **Change Chapter 3, paragraph 3 to add new sub-paragraph k. to read as follows:** Ensure the CTO-E is qualified, in accordance with this Order, Chapter 4, paragraph 2, to perform a CTO practical or written examination, as applicable. In addition, validate the facility location and contract being serviced.

b. **Change Chapter 3, paragraph 3 to add a new sub-paragraph l. to read as follows:** Notify AOV via email at [9-AWA-AVS-AOV-Credentials@faa.gov](mailto:9-AWA-AVS-AOV-Credentials@faa.gov) not later than 1 business day prior to a CTO written examination, as applicable, if a CTO-E is scheduled to perform an initial CTO written examination, as applicable, or a practical examination is scheduled to be conducted in a newly-established air traffic facility.

c. **Change Chapter 7, paragraph 4 to read: Temporary Control Facilities.** At locations where temporary air traffic control facilities are necessary, such as air shows and fire towers, a tower controller must pass a facility-specific written and practical test when performing direct safety-related air traffic control services in a temporary tower. The facility-specific test must include subject matter pertaining to the temporary location, such as information found in appropriate maps, charts, planned communications channels, emergency procedures, etc. If duty at a temporary control facility is expected to last less than 120 days, site-specific Credentials, other than the controller's home facility Credentials, are not required.

**NOTE:** Onsite relocation of an Air Traffic control facility based on a natural disaster or an unforeseen event is not considered a temporary control facility.

d. **Add a NOTE to Chapter 7**, at the end of paragraphs 2.a(4), 2.b(2), and 2.c(2) as follows: **NOTE:** Individuals who have not met the currency requirements in Order JO 7210.3 may not exercise the privileges of their rating.

04/01/18

8000.378

**6. Distribution.** To the following ATO service units: Air Traffic Services and Mission Support; Office of the Service Center; the Air Traffic Safety Oversight Service; and the Mike Monroney Aeronautical Center.

A handwritten signature in black ink, reading "Alex M. McDowell". The signature is fluid and cursive, with the first name "Alex" and last name "McDowell" clearly legible.

Alex McDowell  
Acting Executive Director  
Air Traffic Safety Oversight Service