

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

N JO 3120.148

Air Traffic Organization Policy

Effective Date:
09/30/2013

Cancellation Date:
09/30/2014

SUBJ: En Route and Terminal Qualification Training; JO 3120.4N, Air Traffic Technical Training

1. Purpose of this Notice. This notice amends the subject Order to add Recovery in ATC Operations training requirements to Terminal and En Route Instructional Program Guides (IPGs).

2. Audience. All Air Traffic Organization (ATO) personnel and anyone using ATO directives.

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/ and on the air traffic publications website at: http://www.faa.gov/air_traffic/publications/.

4. Explanation of Policy Change. This notice adds training requirements to the Terminal and En Route IPGs regarding Recovery in Air Traffic Control (ATC) Operations. Facilities must be in compliance with this Notice within 90 days of its effective date.

5. Action. Amend JO 3120.4N dated September 30, 2013:

Appendix D. En Route Instructional Program Guide

After Section 5, Paragraph 7, Additional Scenarios, page D-34, insert:

(8) Recovery in ATC Operations

(a) Training must be conducted in three parts: classroom discussion with examples, performance in laboratory and/or part task scenarios, and post-scenario discussions. If possible, the training team that will instruct the student during the On-the-Job-Training (OJT) process should also participate in the student's recovery training.

(b) A minimum of four laboratory or part-task scenarios involving Recovery in ATC Operations must be administered prior to the start of OJT. These scenarios are intended to introduce the student to methods of re-establishing the correct margin of safety in response to an unsafe situation/outcome.

(c) The scenarios are non-pass/fail with no time limit established. The scenarios must provide an interactive instructional environment in which the instructor and student are able to discuss methods of recovery, strategies, and alternatives that assist in re-establishing minimum separation. Post-scenario discussions should include inadequate recovery actions to mitigate the event, other recovery actions that could be taken to mitigate the event, possible controller actions that could make the event worse, and situations where no recovery actions were necessary.

(d) At the TA's discretion, scenarios may include: converging aircraft, aircraft climbing through the altitude of a level aircraft, faster aircraft climbing through the altitude of a slower preceding aircraft, aircraft simultaneously climbing and descending, compression, aircraft missing the read-back of a climb or descent clearance, similar-sounding call sign aircraft, aircraft responding to a TCAS RA, loss of data blocks (target only), transposed call signs, lost communication, emergencies, etc.

Appendix F. Terminal Instructional Program Guide

After Section 6, Paragraph 4. i. Additional Scenarios, page F-43, insert:

j. Recovery in ATC Operations

(1) Training must be conducted in three parts: classroom discussion with examples, performance in laboratory and/or part task scenarios, and post-scenario discussions. If possible, the training team that will instruct the student during OJT should also participate in the student's recovery training.

(2) A minimum of four laboratory or part-task scenarios involving Recovery in ATC Operations must be administered prior to the start of OJT. These scenarios are intended to introduce the student to methods of re-establishing the correct margin of safety in response to an unsafe situation/outcome.

(3) The scenarios are non-pass/fail with no time limit established. The scenarios must provide an interactive instructional environment in which the instructor and student are able to discuss methods of recovery, strategies, and alternatives that assist in re-establishing minimum separation. Post-scenario discussions should include inadequate recovery actions to mitigate the event, other recovery actions that could be taken to mitigate the event, possible controller actions that could make the event worse, and situations where no recovery actions were necessary.

(4) At the TA's discretion, scenarios may include: runway incursions, runway excursions, aircraft on converging runways, missed approach, departures and go-arounds, compression, turns to final, hear-back/read-back, similar sounding call-signs, airport construction, loss of data blocks (target only), transposed call signs, lost communication, receiver only/light gun signals, emergencies, etc.

Appendix F. Terminal Instructional Program Guide

After Section 8, Paragraph 2. h. Additional Scenarios, page F-69, insert:

i. Recovery in ATC Operations

(1) Training must be conducted in three parts: classroom discussion with examples, performance in laboratory and/or part task scenarios, and post-scenario discussions. If possible, the training team that will instruct the student during OJT should also participate in the student's recovery training.

(2) A minimum of four laboratory or part-task scenarios involving Recovery in ATC Operations must be administered prior to the start of OJT. These scenarios are intended to introduce the student to methods of re-establishing the correct margin of safety in response to an unsafe situation/outcome.

(3) The scenarios are non-pass/fail with no time limit established. The scenarios must provide an interactive instructional environment in which the instructor and student are able to discuss methods of recovery, strategies, and alternatives that assist in re-establishing minimum separation. Post-scenario discussions should include inadequate recovery actions to mitigate the event, other recovery actions that could be taken to mitigate the event, possible controller actions that could make the event worse, and situations where no recovery actions were necessary.

(4) At the TA's discretion, scenarios may include: converging aircraft, aircraft climbing through the altitude of a level aircraft, faster aircraft climbing through the altitude of a slower preceding aircraft, aircraft simultaneously climbing and descending, compression, aircraft missing the read-back of a climb or descent clearance, similar-sounding call sign aircraft, aircraft responding to a TCAS RA, loss of data blocks (target only), transposed call signs, lost communication, emergencies, etc.

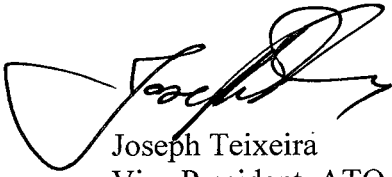
6. Distribution. This notice is distributed to the following ATO service units: Terminal, En Route and Oceanic, System Operations, and Mission Support; Office of the Service Center; the Air Traffic Oversight Service; and the Mike Monroney Aeronautical Center.

7. Background. The ATO Safety Management System as identified five hazards that contribute to risk in the National Airspace System for FY'2013. The lack of recovery or effectively re-establishing the margin of safety after a loss of separation was one of the hazards identified through the Risk Analysis Process. A Corrective Action Plan was developed with representatives from Service Units resulting in action items to address the FY'2013 Top Five (5) Hazards. These action items included adding recovery training requirements to Terminal and En Route Instructional Program Guides in the Air Traffic Technical Training directive.

8. Safety Management System. Safety Risk Management was conducted on the changes in the NAS contained in this Notice. A Safety Risk Management Decision Memorandum was issued that stated these changes do not introduce any new safety risk into the NAS.

09/30/2013

N JO 3120.148

A handwritten signature in black ink, appearing to read 'Joseph Teixeira', with a large, stylized initial 'J'.

Joseph Teixeira
Vice President, ATO Safety and Technical Training
Air Traffic Organization