Standard Operating Procedures

ZBW Boston ARTCC

Effective: February 18, 2014

INTRODUCTION



Boston Center, Nasuha, NH

Welcome to vZBW (Boston ARTCC),

We are pleased that you have selected vZBW to begin or continue your training! vZBW is proud to have one of the top training programs and we hope you enjoy this excellent program. You will find all of the mentors, instructors, and other controllers you will meet to be very friendly, professional, and willing to help.

New students, please begin familiarizing yourself with the content found on the <u>vZBW website</u>, especially the <u>Training Outline</u> which will have a description of the Testing Process and a Step by Step out line of your initial training. Also review the <u>Position Restriction Policy</u>.

The above links will thoroughly inform you of the vZBW training program and fundamental policies. As noted on the training outline page, our training program emphasizes the responsibility of the student / controller to read the available material and work with a mentor and/or instructor to review this material prior to working a position with a mentor/instructor. Learning the available material you will find through the vZBW website is part of the learning process, and putting in the time and effort towards learning these procedures (many specific to Boston airspace), will make you become an even better controller.

It is important that you also start reading the Delivery, Ground and Tower Standard Operating Procedures (SOPs) available from the controller menu and the training outline page. Additionally, you should download the starter pack, available from the controller menu. This has setup files for ASRC / VRC, the Boston alias file and the sector files you will need. Also, be sure to register in the <u>Boston ARTCC Forum</u> and send a private message to either the Air Traffic Manager (ATM) or Training Administrator (TA) to request access to the controller-only forum section. When registering in the forums, please register with your Operating Initials (OI) assigned to you by the ATM (which may also be found on the <u>vZBW roster</u>).

All of the vZBW mentors and instructors are great people, and are here to answer your questions and refine your skills; however our training program does greatly focus on self-study as noted above.

We look forward to working with you and hope to see you online soon