

vZBW Training Department

Practical Test Evaluation Standards

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|---------------------|-------------------------|--|--|
| Test: | Center / Enroute | | |
| Student Name | Date | | |
| | | | |

| Item # | Standard | P | O | Remarks |
|-----------------------------|--|---|---|---------|
| General | | | | |
| 1 | Demonstrates SOP/Policy Knowledge and Adherence | | | |
| 2 | Selects appropriate frequency for position | | | |
| 3 | Controller ATIS IAW SOP | | | |
| 4 | Understands common METAR elements | | | |
| 5 | Demonstrates understanding of speed restriction minima as outlined in 7110.65 | | | |
| 6 | Demonstrates understanding of Holding Instructions IAW 7110.65 | | | |
| 7 | Demonstrates understanding of Radar Identification techniques IAW 7110.65 | | | |
| 8 | Demonstrates/Understands application of traffic advisories when needed | | | |
| 9 | Demonstrates understanding of Holding Instructions IAW 7110.65 | | | |
| 10 | Demonstrates/Understands all applicable LOA's and how they relate to intra-ARTCC Traffic | | | |
| 11 | Understands use of block altitudes | | | |
| 12 | Demonstrates proficiency in amending flight plans | | | |
| Airspace Knowledge | | | | |
| 13 | Understands Airspace Lateral Boundaries | | | |
| 14 | Understands Airspace Vertical Boundaries | | | |
| 15 | Understands MVA's/MEA's of Airspace | | | |
| 16 | Understands any underlying Airspace | | | |
| 17 | Understands/Demonstrates knowledge of Restricted Airspace | | | |
| 18 | Demonstrates knowledge of NAVAIDS within Airspace | | | |
| 19 | Identifies NAVAID names by 3 letter ID | | | |
| 20 | Identifies Frequency for a given NAVAID | | | |
| 21 | Identifies 3 letter ID for a given NAVAID Name | | | |
| Airport Knowledge | | | | |
| 22 | Demonstrates knowledge of Airports within the lateral boundaries of Approach Airspace | | | |
| 23 | Identifies Airport Names from ICAO ID | | | |
| 24 | Identifies Runways available | | | |
| 25 | Identifies Approach procedures available | | | |
| 26 | Demonstrates ability to recommend/choose appropriate approach and runway based on observed weather. | | | |
| Separation Knowledge | | | | |
| 27 | Understands and applies appropriate vertical/lateral separation standards | | | |

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|----------------------------|---|---|---|---------|
| 28 | Understands controller/pilot responsibilities and proper phraseology for VFR-on-top clearances. | | | |
| 29 | Understands/Maintains appropriate IFR separation prior to aircraft reaching the Approach Gate | | | |
| 30 | Demonstrates/Understands appropriate Class B Services to VFR Aircraft. | | | |
| Departures | | | | |
| 31 | Controller ID's himself upon initial contact. | | | |
| 32 | Departures are properly released using acceptable release methods. | | | |
| 33 | Demonstrates/Understands release authorization to appropriate Local Control | | | |
| 34 | Demonstrates/Understands procedures for IFR release from uncontrolled airfields | | | |
| 35 | Demonstrates/Understands procedures for verifying aircraft altitude information | | | |
| 36 | Departures airspace around uncontrolled airports is protected until radar contact is established | | | |
| 37 | Ensures departures are handed off to adjacent facilities at the appropriate location. | | | |
| 38 | Understands vectoring departures/missed approaches below MVA requirements IAW 7110.65 | | | |
| 39 | Exhibits knowledge of difference between various types of Departure Procedures, and requirements for use. | | | |
| 40 | Understands Standard Instrument Departures (SID's) and Obstacle Departure Procedures (ODP) within airspace. | | | |
| Approach Clearances | | | | |
| 41 | Demonstrates/Understands working knowledge of Approach Clearance Procedures IAW 7110.65 | | | |
| 42 | Demonstrates/Understands proper phraseology for instrument approaches. | | | |
| 43 | Demonstrates/Understands working knowledge of Radar Vectoring IAW 7110.65 | | | |
| 44 | Demonstrates appropriate intercept angles for final approach course | | | |
| 45 | Demonstrates/Understands proper phraseology for Instrument approach clearances for vectored aircraft (PTAC) | | | |
| 46 | Properly relays Arrival Wx information when ATIS is not available | | | |
| 47 | Ensures arrivals are established on approach prior to transfer of communications to Local Control/Advisory Frequency | | | |
| 48 | Can locate and discuss the key components of any IAP and their importance (IAF, FAF, MAP). | | | |
| 49 | Demonstrates proper vectoring for non-precision approaches using an IAP and profile view. | | | |
| 50 | Demonstrates a "full approach" clearance and its significance along with Procedure Turns, NoPT, and holds in-lieu-of Procedure Turn | | | |
| 51 | Understands controller and pilot responsibilities during a No-Gyro Approach | | | |

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|--------------------------------|---|---|---|---------|
| 52 | Understands/Demonstrates knowledge of circling approach clearance procedures. | | | |
| 53 | Understands controller/pilot responsibilities of a Contact Approach. | | | |
| 54 | Understands vectoring and clearances with regards to charted visual procedures. | | | |
| 55 | Allows arrivals to uncontrolled airports to change to Advisory frequency, as soon as possible, when direct communication are no longer required | | | |
| 56 | Understands VFR Coded Routes (KAP) | | | |
| Handoffs and Point Outs | | | | |
| 53 | Initiates handoffs in a timely manner | | | |
| 54 | Completes handoffs prior to aircraft leaving lateral/vertical boundary | | | |
| 55 | Understands/Ensures Radio transfer is completed prior to aircraft crossing the lateral/vertical boundary | | | |
| 56 | Demonstrates knowledge of surrounding ATC Facilities and their handoff points/requirements. | | | |
| 57 | Demonstrates ability to initiate, approve, deny point outs to/from other facilities. Knowledgeable in proper phraseology used in point out operations | | | |
| 58 | Understands coordination required with accepting controller prior to making any altitude or route/Heading changes after a handoff has been accepted | | | |
| 59 | Understands Beacon codes may not be changed prior to aircraft entering vertical/lateral boundaries | | | |

Instructions for use of this Form

Use of this checklist is mandatory for all Controller OTS Exams (Promotion and Re-Qualification) . All 59 items must be covered during the evaluation by either observing the student for each item, or via oral question. Students must pass 90% of all the items listed, with no Critical Task Failures. Regardless of OTS pass/fail status, ALL failed items will be reviewed with the student by the INS/MEN to ensure comprehension.

Place a "√" in each box that is successfully passed. If an item is failed, place an "X" in the appropriate block. If an item is covered in either the Practical or Oral box, place "N/A" in the opposite block. For each "failure" please enter a brief desc

P= Practical Demonstration

O= Oral Discussion

Bold Red Text=Critical Task

Comments/Notes:

| | | |
|---|--|------------|
| Number of Items Passed (Practical and Oral) | | |
| Percentage is: (Number Passed) / 59 * 100 (< 6 wrong) | | |
| Percentage | | Percentage |
| Overall Evaluation | | PASS |
| | | FAIL |
| Instructor/Mentor Name: | | |