



**Air Traffic Control Policies**  
**Flight Service Station Policy**

**Middle East & North Africa ATC Department**

**Revision 02/2022**

**11 MAY 2022**

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# 1. Control Pages

## 1.1. Document Identification

Document Identification	
Type	Policy
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Prepared By	Suprojit Paul – VATMENA3
Approved By	Chriss Klosowski – VATMENA1
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## 1.2. Revision Records

Revision Number	Date	Summary of Changes	Authors
01/2021	15/01/2021	Initial issue	Suprojit Paul
01/2022	01/02/2022	Updated FSS definitions	Suprojit Paul
02/2022	11/05/2022	Removed VATME HQ references, updated to helpdesk.vatsim.me.	Chriss Klosowski

## 2. General Provisions

### 2.1. Applicability

This policy governs the operation of all Flight Service Station positions or FSS positions within the VATMENA division. These FSS positions are considered designated airspace and as such require special endorsement to control.

### 2.2. Changes

This policy is subject to change at short notice/with immediate effect at any time. Members shall ensure they always remain up to date with the latest policy and procedure changes.

If a member is found to be controlling an unauthorized FSS position, this shall lead to disciplinary action with VATMENA divisional staff and suspension of controlling privileges.

### 2.3. Non-compliance

If a member is found to be in breach of the requirements contained herein or in breach of any VATMENA divisional policies, VATMENA divisional staff reserve the right to revoke the controller's privileges at any time without prior notice.

## 3. Flight Service Station Definitions

### 3.1. Gulf Control (GULF\_FSS)

#### 3.1.1. General

Gulf Control provides en-route radar and procedural service as applicable above FL245 when there is no local ATC present.

#### 3.1.2. Types of Service Provided

Gulf Control shall provide upper area radar control service to the following FIRs:

- Amman FIR, Jordan (OJAC)
- Bagdad FIR, Iraq (ORBB)
- Bahrain FIR, Bahrain & Qatar (OBBS)
- Beirut FIR, Lebanon (OLBB)
- Cairo FIR, Egypt (HECC)
- Damascus FIR, Syria (OSTT)
- Emirates FIR, United Arab Emirates (OMAE)
- Jeddah FIR, Saudi Arabia (OEJD)
- Kuwait FIR, Kuwait (OKAC)
- Muscat FIR, Oman (OOMM)
- Tehran FIR, Iran (OIIX)

Gulf Control shall provide upper area non-radar procedural service to the following FIRs:

- Sanaa FIR, Yemen (OYSC)

#### 3.1.3. Splitting procedure

During peak times Gulf control may be split into two sectors with the following definitions.

##### 3.1.3.1. Gulf Control East (GULF\_E\_FSS)

Gulf Control East shall provide service to the following FIRs as provided in 3.1.2:

- Bagdad FIR, Iraq (ORBB)
- Bahrain FIR, Bahrain & Qatar (OBBS)
- Emirates FIR, United Arab Emirates (OMAE)
- Kuwait FIR, Kuwait (OKAC)
- Muscat FIR, Oman (OOMM)
- Tehran FIR, Iran (OIIX)

##### 3.1.3.2. Gulf Control West (GULF\_W\_FSS)

Gulf Control West shall provide service to the following FIRs as provided in 3.1.2:

- Amman FIR, Jordan (OJAC)
- Beirut FIR, Lebanon (OLBB)

- Cairo FIR, Egypt (HECC)
- Damascus FIR, Syria (OSTT)
- Jeddah FIR, Saudi Arabia (OEJD)
- Sanaa FIR, Yemen (OYSC)

### 3.2. East Africa Control (AFRE\_FSS)

#### 3.2.1. General

East Africa Control provides en-route radar and procedural service as applicable above FL245 when there is no local ATC present.

#### 3.2.2. Types of Service Provided

East Africa Control shall provide upper area radar control service to the following FIRs:

- Addis Ababa FIR, Ethiopia (HAAA)
- Khartoum FIR, Sudan (HSSS)
- Asmara FIR, Eritrea (HHAA)

East Africa Control shall provide upper area non-radar procedural service to the following FIRs:

- Mogadishu FIR, Somalia (HCSM)

### 3.3. North Africa Control (AFRN\_FSS)

#### 3.3.1. General

North Africa Control provides en-route radar and procedural service as applicable above FL245 when there is no local ATC present.

#### 3.3.2. Types of Service Provided

North Africa Control shall provide upper area radar control service to the following FIRs:

- Algiers FIR, Algeria (DAAA)
- Casablanca FIR, Morocco (GMMM)
- Niamey FIR, Burkina Faso, Niger & Mali. (DRRR)
- N'djamena FIR, Chad (FTTT)
- Tunis FIR, Tunisia (DTTC)

North Africa Control shall provide upper area non-radar procedural service to the following FIRs:

- Tripoli FIR, Libya (HLLL)

## 4. Flight Service Station Requirements

### 4.1. Eligibility

#### 4.1.1. Home Members

To become eligible to control an FSS position, home members of VATMENA must meet the following minimum requirements:

- Hold a C1 or higher rating for a minimum of 90 days within VATMENA
- Have a minimum of 250 hours of total en-route controlling experience on their C1 rating or higher in any vACC within VATMENA
- Hold visiting status in at least one other vACC within VATMENA
- Have a combined en-route controlling experience of:
  - 50 hours of total en-route controlling experience in at least one VATMENA vACCs other than their own or;
  - 25 hours of total en-route controlling experience in VATMENA open airspace and 25 hours of en-route controlling experience in at least one VATMENA vACC other than their own
- Pass the theoretical exam for the intended FSS
- Undergo training with an approved divisional instructor for the intended FSS
- Be in good standing within the VATMENA Division

#### 4.1.2. Visitor Members

To become eligible to control an FSS position, visitor members of VATMENA must meet the following minimum requirements:

- Hold a C1 or higher rating for a minimum of 90 days and have a minimum of 250 hours of en-route controlling time.
- Hold visiting status in at least two separate vACCs within VATMENA
- Have a combined en-route controlling experience of:
  - 100 hours of total en-route controlling experience in at least two separate vACC within VATMENA or;
  - 25 hours of total en-route controlling experience in VATMENA open airspace and 75 hours of total en-route controlling experience in at least two separate vACCs within VATMENA
- Pass the theoretical exam for the intended FSS
- Undergo training with an approved divisional instructor for the intended FSS
- Be in good standing within the VATMENA Division

### 4.2. Application Process

Members who are interested in controlling an FSS position shall send a support ticket on the [VATMENA Helpdesk](#) to the ATC Department. Once this is completed and accepted the member can then submit further training requests on the VATMENA Helpdesk.

### 4.3. Instructor Guidelines

For a student to be released on an FSS position they must undergo the following minimum training.

- At least one supervised session spanning 3 hours of controlling time in one sitting or multiple sessions with not less than 60 minutes of controlling time each.
- The student must display minimum required competency and knowledge of the FSS operating procedures.
- All instructors must ensure that the sessions are recorded on the appropriate score sheet and are stored for record keeping along with all session logs.

The aforementioned regulations are the minimum required and it is at the instructor's discretion to conduct additional training until the required level of competence is achieved.

### 4.4. Adherence to Procedures

When providing service, FSS controllers shall ensure that:

- They always comply with the FSS standard operating procedures and letters of agreement
- They keep up to date with the latest SOP publications and letters of agreement and frequently review these documents.
- Their sector file is always kept up to date to reflect airspace/frequency changes.

### 4.5. Activity Requirements

Flight service station controllers must achieve a minimum of 3 hours of controlling on an FSS position per quarter.