

State Of Libya  
Ministry Of Transport  
Civil Aviation Authority



دولة ليبيا  
وزارة المواصلات والنقل  
مصلحة الطيران المدني

Contacts: <a href="mailto:ANS@caa.gov.ly">ANS@caa.gov.ly</a> <a href="mailto:std@caa.gov.ly">std@caa.gov.ly</a>	ADVISORY CIRCULAR LYCAA-AC ANS-003/18 - Rev 00	Issued on 16/08/2018
---	---	-------------------------

## ATC Licence Requirements

Published by Libyan Civil Aviation Authority

Approved By:



*16.8.18*  
Capt. Nasereddin Shaebelain  
Director General

## **1. Applicability**

**This Advisory circular applicable to any Air Traffic Controller License holder**

## **2. PURPOSE**

- 2.1. This Advisory Circular provides guidance for the renewal/revalidation of ATC Licence and Ratings.

## **3. REFERENCE**

- 3.1. Civil Aviation Law No 6 of (2005)
- 3.2. Executive Regulations of Civil Aviation Law No 6 (2005)
- 3.3. Libyan Civil Aviation Regulations, – LYCAR Part ATCL.

## **4. Effectivity**

This Advisory Circular comes enforce from the date of signature

## **5. Contents:**

Applications for renewal and revalidation of ATCO Licence needs an administrative technical processes, LYCAA will undertake those processes separately.

### **5.1. Administrative Process:**

- 5.1.1. Ensuring no restrictions imposed on the applicant such involvement in major violation or is still under accident investigation etc..
  - 5.1.2. Fees paid
  - 5.1.3. Official request from the ANSP.
- 5.2. Technical process is in accordance with:
- 5.2.1. LYCAR Part ATCL
  - 5.2.2. the approved ANSP training manual

## **6. VALIDITY PERIODS**

- 6.1. ATC Licence to be re-issued every 5 years
- 6.2. ATC Ratings 12 Months

## **7. CURRENCY REQUIREMENT OF LICENCE AND RATING**

- 7.1. A minimum of three watches (last six months) shall be required to satisfy the currency requirement of the ATC Licence; and to maintain the specific Rating valid.

## **8. RECENCY REQUIREMENTS**

- 8.1. An operational controller shall be deemed to have satisfied the requirements for recent experience in relation to an endorsement at a particular time if he/she has performed the function and duties required by the relevant rating at the aerodrome or in relation to the airspace to which the endorsement relates, for a minimum of 60 hours within the previous 180 days.
- 8.2. If an operational controller has two ratings, he/she shall perform the function and duties required by the endorsements at the aerodrome or in relation to the airspace to which the endorsement relates, for a minimum of 30 hours within the previous 180 days for each rating to satisfy the recency requirement.
- 8.3. An operational controller who does not satisfy the recency requirement at a particular time in relation to an endorsement shall be taken to satisfy that requirement at a later time, after he/she has undergone any retraining required by the ANSP and has been assessed by the LYCAA or ANSP/assessor as competent in performing the function and duties required by the relevant rating(s), or he/she has performed the relevant function and duties at the aerodrome or in relation to the airspace to which the

endorsement relates under supervision for a period of time deemed necessary and appropriate by the ANSP assessor. Following a period of supervision, the controller shall be subject to an assessment of his competence before returning to operational duties.

- 8.4. The ANSP shall set up and maintain a system to ensure that the licence holder satisfies the recency requirement in relation to Air Traffic Controller ratings. The ANSP shall ensure that those who do not satisfy the recency requirement undergo appropriate retraining, supervision and assessment programmes.

**9. Rating Renewal Requirements –**

- 9.1. The ATC Rating shall be renewed subject to meeting the following requirements:

- 9.1.1. Having met the prescribed recent experience requirements.
- 9.1.2. Have passed the required Training Unit Proficiency check.
- 9.1.3. Having met the prescribed medical assessment requirements.
- 9.1.4. Met the Language proficiency requirements

**10. Rating Re-Validation Requirements –**

- 10.1. When a Rating has not been renewed by the date of expiry, the validity of the Rating shall stand expired. The holder of an expired Rating shall meet the following requirements:

**10.1.1. LESS THAN SIX MONTHS**

- a. If all renewal requirements have been met prior to the date of expiry, there shall be no additional requirements.

**10.1.2. UPTO TWO YEARS**

- a. passed the required Training Unit Proficiency Check
- b. 7 Days OJT, supervised by an OJTI.
- c. Practical Skill Test by an instructor ATCO.

**10.1.3. MORE THAN TWO YEARS BUT NOT EXCEEDING FOUR YEARS**

- a. passed the required Training Unit Proficiency Check
- b. Pass a theoretical Written Exam.
- c. 15 Days OJT.
- d. Practical Test by an Examiner approved by LYCAA..

**10.1.4. MORE THAN FOUR YEARS**

- a. Meet the requirements in 3.1
- b. The applicant shall meet:
  - i. All the requirements (Except the basic ATC course) for initial issue of an ATC Licence.
  - ii. All the requirements for initial issue of the required Rating(s).
  - iii. Complete the required OJT.

**11. TERMINATION OF SERVICE**

- 11.1. The Air Traffic Controller licence holder shall automatically become invalid when the holder ceases to be employed by the ANSP.
- 11.2. When the Air Traffic Controller licence holder is revoked by LYCAA, the licence shall be invalidated and returned to the LYCAA.