

011-15Q-3022
Manage Controller Training Program
Status: Approved

Security Classification: U - Unclassified

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - This training product has been reviewed by the training developers in coordination with the USAACE foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

Conditions: In an operational environment, you are assigned as a facility chief and are required to Manage Controller Training Program. Given AR 95-2 ,TC 3-04.15, FAAO 7220.1 and 14 CFR Part 65. Some iterations of this task should be performed in MOPP 4.

Standards: Manage controller training program IAW TC 3-04.15 without error using the GO/NO-GO Criteria.

Special Conditions: The Army is now utilizing the Air Traffic Safety Oversight (AOV) Credentialing Program. For more information on AOV Credentialing refer to Technical Bulletin (TB) 001-23 which can be accessed via The Air Traffic Services Command (ATSCOM) Teams group. A link to the Teams group can be found on [https://armyetaas.sharepoint-mil.us/sites/ATSCOM/SitePages/S-3-\(Quality-Assurance\).aspx](https://armyetaas.sharepoint-mil.us/sites/ATSCOM/SitePages/S-3-(Quality-Assurance).aspx).

Safety Risk: Low

MOPP 4: Sometimes

Task Statements

Cue: In an operational environment, you are assigned as a facility chief and are required to Manage Controller Training Program.

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: None

Performance Steps

1. Conduct Commander's Task List (CTL)/trainee assessment.
2. Check the knowledge, skills and practical experience requirements for rating and Readiness Level (RL) progression.
3. Review training program progress according to the installation facility training program (FTP) or the tactical air traffic training program (ATTP).
4. Review DA Form 3479-1 (Trainee/Controller Evaluation).
5. Review written examinations.
6. Brief trainers on evaluation skills.
7. Inform trainees on attitude, aptitude, apathy, or performance within the facility.
8. Direct remedial training requirements.
9. Process requests for suspension or cancellation of qualifications.
10. Process requests for training time extensions.
11. Conduct skill evaluations.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier "GO" if all steps are passed. Score the Soldier "NO-GO" if any step is failed. If the Soldier fails any step, show what was done wrong and how to do it correctly.

Evaluation Preparation: Ensure that all materials, parts, manuals, forms, and equipment (or appropriate substitutions) required in the condition statement are available to the Soldier.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Conducted Commander's Task List (CTL)/trainee assessment.			
2. Checked the knowledge, skills and practical experience requirements for rating and Readiness Level (RL) progression.			
3. Reviewed training program progress according to the installation facility training program (FTP) or the tactical air traffic training program (ATTP).			
4. Reviewed DA Form 3479-1 (Trainee/Controller Evaluation).			
5. Reviewed written examinations.			
6. Briefed trainers on evaluation skills.			
7. Informed trainees on attitude, aptitude, apathy, or performance within the facility.			
8. Directed remedial training requirements.			
9. Processed requests for suspension or cancellation of qualifications.			
10. Processed requests for training time extensions.			
11. Conducted skill evaluations.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary	Source Information
	14 CFR PART 65	Title 14, Code of Federal Regulations, Part 65: Certification: Airmen Other Than Flight Crewmembers	Yes	No	
	AR 95-2	AIR TRAFFIC CONTROL, AIRFIELD/HELIPORT, AND AIRSPACE OPERATIONS	Yes	No	
	FAAO 7220.1	Certification and Rating Procedures	Yes	No	
	TC 3-04.15	Air Traffic Control Facility Operations, Training, Maintenance, and Standardization	Yes	Yes	

TADSS : None

Equipment Items (LIN): None

Materiel Items (NSN) :

Step ID	NSN	LIN	Title	Qty
No materiel items specified				

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to the current Environmental Considerations manual and the current GTA Environmental-related Risk Assessment card.

Safety: In a training environment, leaders must perform a risk assessment in accordance with current Risk Management Doctrine. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW current CBRN doctrine.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None

Knowledges :

Knowledge ID	Knowledge Name
011-332K	Contents of current unit SOP
011-0192K	Safety management
011-1196K	knowledge of military correspondence
011-0193K	Risk management
011-056K	ATC procedures
011-039K	Conduct of evaluations
011-040K	Knowledge of FAAO JO 7110.65
011-0121K	Management procedures
011-044K	knowledge of terminology

Skills :

Skill ID	Skill Name
011-342S	File forms and records
S0837	Ability to read and follow checklist
S0823	Recognize unsafe condition
011-197S	Supervisory
011-525S	Track training results
011-588S	Input personnel data
011-088S	Communicate Effectively (Orally or in Writing)
011-179S	Assess team/individual training

ICTL Data :

ICTL Title	Personnel Type	MOS Data
15Q Air Traffic Control Operator ICTL (SL3)	Enlisted	MOS: 15Q, Skill Level: SL3