

VATSIM NORTH AMERICA
POLICY NUMBER: 03/05
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**SUBJECT: VATSIM NORTH AMERICA (VATNA) VISITING AND TRANSFERRING
CONTROLLER POLICY**

PURPOSE: To clarify policy regarding visiting and transferring controllers within VATNA.

DEFINITIONS:

POSITION - Defined as those positions identified in the VATSIM Code of Conduct that exclusively pertain to the control of air traffic within VATSIM.

RATING - A VATSIM-assigned designation that identifies the administrative level of a particular VATSIM member. A rating also reflects a minimal competence level of a VATSIM member.

VISITING CONTROLLER - A VATSIM-rated member who requests and is approved to provide ATC services at a particular facility who is not affiliated with that particular facility

TRANSFERRING CONTROLLER - A VATSIM-rated member who requests and is approved to transfer from one facility to another.

POLICY:

1. VATNA Division Directors may establish policy regarding visiting/transferring controllers. This responsibility cannot be delegated to local division staff. Local staff may submit requests for changes and amendments to the rules, however, the ultimate approval of such rules/policies shall be governed by the VATSIM North America Local Rules Policy.
2. No visiting/transferring controller policy may deny a VATSIM member's right to request permission to work within a particular ARTCC/FIR.
3. No visiting/transferring controller policy may contain any restriction that denies a person from applying and qualifying as a visiting/transferring controller that is based solely on a person's VATSIM rating.
4. Any policy that intentionally establishes biased procedures, or is exclusively created to make it impossible for a visiting/transferring controller to become a member of a particular facility will not be approved for local use.
5. No visiting controller policy may arbitrarily suspend visiting controller procedures.
6. Position restrictions during certain events may be authorized provided that those restrictions apply equally to both assigned ARTCC/FIR members and visiting controllers.
7. Acceptance as a visiting controller within a particular ARTCC/FIR is a privilege and visiting controllers shall abide by all requirements, testing, and procedures specified within that particular facility. The local chief may request assistance from the Division Director if disciplinary issues arise.
8. A roster of visiting controllers shall be maintained at the local facility website, in a public, non-protected location that can be easily accessed by VATSIM Supervisors, Administrators, and other staff members.

9. Visiting controllers applying to different Divisions may be approved via established Division policies. Conflicts that arise should be directed to the appropriate Division Conflict Resolution Manager (DCRM).

All policies herein listed shall only augment the VATSIM Transfer and Visiting Controller Global Policy, managed and maintained by the VATSIM Executive Committee.