

Bremen FIR (EDWW)

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Ausbildungsteam EDDW APP

Funktion	Name	E-Mail	VID
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Ausbildungsteam EDWW Nord

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Ausbildungsteam EDWW Ost

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	Manuel P.		1465242
	Sebastian R.		1456550

Ausbildungsteam EDWW Süd

Funktion	Name	E-Mail	VID
Chief of Training	Maximilian A.	---	1381951
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Curriculum Bremen FIR

S1 Training (Minors)

To start as a controller and achieve your S1-Rating you are required to participate in a S1 Basic Lesson. These lessons are held about once a month and will be announced in a separate thread in the **Bremen FIR trainings forum**. The number of participants is limited and will be assigned on a "first come, first serve" basis. So keep an eye out for the thread in the forum.

Please refrain from posting training requests in other threads.

If you have any question, feel free to contact any mentor of our FIR or join us at TeamSpeak.

Requirements

- You are a Bremen FIR member
- You signed up for an S1 Basic Lesson. (watch out for announcements [here](#))
- You have installed the **latest Euroscope** version. You can find instructions [here](#).
- You have downloaded and installed the EDWW FIR Package (Beta)
- You can find the latest downloads at **aeronav EDXX** and a tutorial [here](#).
- You have installed **Audio for Vatsim (AfV)** and successfully logged in as Observer. You can find instructions [here](#).
- You have downloaded Teamspeak and successfully connected to the Vatsim Germany server. You can find instructions [here](#).

Preparation

While you wait for a Basic Lesson:

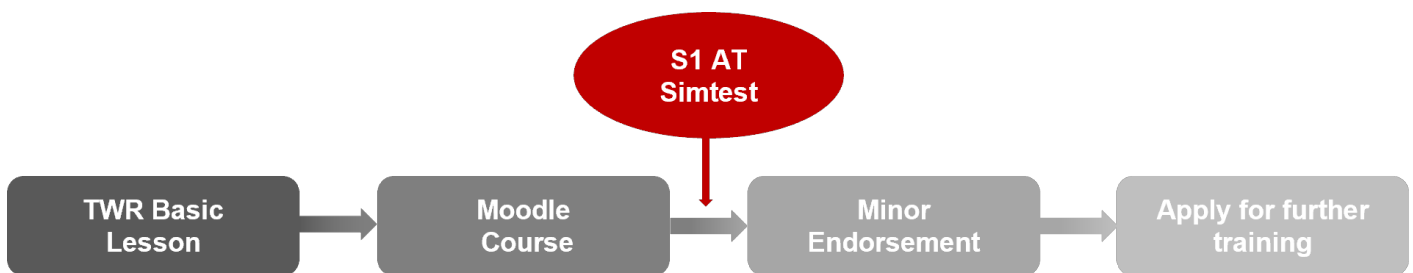
- Start learning now -> **Knowledge Base Vatsim Germany**
- fly as a virtual pilot on Vatsim, IFR + VFR (you will need the VFR practice as Controller)
- observe and listen to frequencies with Euroscope at your desired positions

Content of the Basic Lesson

- Introduction to Vatsim
- Introduction to the basic functions of Euroscope
- Basic introduction to the work as a tower controller
- Phraseology examples
- Explanation of the Moodle course for obtaining the S1 rating

Procedure

- You have participated in the Basic Lesson
- You complete the ATD tests "Basics of controlling", "Delivery", "Ground" & "Tower".
- You apply for and pass the S1-ATSim test.
- You complete and pass at least one of the SOP tests (CBTs) for the airports of FIR Bremen (EDAH, EDHL, EDVE, EDVK, EDXW, EDDW).



If you have failed an ATD Exam in the Moodle course, please contact the **Lead Mentor**. He will unlock you for a second attempt after you have studied again. If you do not pass the second attempt, you will have to attend the next lesson and your progress will be deleted. Remember that the tests are open-book, you are allowed and asked to look in the provided documents and use search engines while doing the test.

EDAH, EDHL, EDVE, EDVK are good airports to start your S1 adventures. With more experience EDXW and EDDW can be a good challenge to practice for your next steps towards a S2 Tower Rating.

The S1-Minor approvals can, in case of justified doubts, be withdrawn by the leading mentor at any time.

Further steps

If you want to continue your training and obtain a S2 Tower Rating, you can apply for further training after 10 hours on our Bremen FIR minor airports. You have to keep an activity of at least 10 hours on Bremen FIR minor airports in the last 8 weeks to be considered for a trainee slot. You will be added to the waiting list for our training airports. For more info read: "**[WAITING LIST] Rating Training + Visitor Endorsements**" and note the formalities listed in the thread.

S2 Training (Tower)

General

In the Bremen FIR we use the airports Berlin (EDDB), Hamburg (EDDH), Hannover (EDDV) and Bremen (EDDW) for the tower controller training. In order to ensure the highest possible efficiency of the training, you will not change between airports during the training. Since the training runs independent and parallel, this document is to be applied equally to all four airports.

The training on Vatsim requires a high level of **self-study, self-reflection and commitment**.

For each training, you have to prepare yourself using the published information in the knowledgebase. It is important that you read the documents but also understand and learn the content. **While studying ask other controllers, research and observe on frequency.** If a training reveals that you do not meet the requirements, the training can be canceled immediately.

Mentorships guide you in your self learning journey. You are responsible for your own progress and rating approval.

The solo phase for tower lasts a maximum of only 60 days up to the CPT with a backup of another 30 days after a failed practical test, not including the Ground/Apron Endorsement. Since this period is very short, it is important to use the solo phase efficiently. If you know that you will not be able to use parts of the tower solo phase for personal reasons, please inform the responsible mentor as soon as possible, so that we can plan the solo start accordingly.

Training types and abbreviations

Every training will take place on the Vatsim Germany TeamSpeak server, in the Bremen FIR section.

- **Introductions:** Together with a mentor, you will go through local procedures and specialties, as well as discuss any open questions regarding your self-study. As this is just theoretical knowledge, it will most likely be combined with a Sim-Session. If available, this step can be a Moodle course and online test.

- **Sim:** Vatsim hosts a so called "sweatbox" server where sim sessions can be run. This has nothing to do with the live traffic on the network and is used for training special situations or making the first steps at bigger airports. The aircrafts are controlled by a mentor and the "radio transmissions" are done via TeamSpeak.
- **OTS (Over-the-shoulder):** During an OTS you will control a station on the live network. A mentor will always be by your side to help you, answer you questions and take over the station if necessary.
- **Solophase:** The so called "Solo" allows you to control at our training airports without having the required rating. The Solo is limited in time and allows autonomous training before an exam.
- **AT-SimTest:** The AT-SimTests are web-based multiple choice tests which you already know from the S1 (Minor) Training. They need to be passed before your CPT. They can be found [here](#).
- **CPT (Controller practical test):** A CPT is a practical exam where you show an examiner and a local mentor what you have learned.

After every Training there will be a Debriefing in which you and the Mentor will discuss the session. The Mentor will also tell you where you can improve and give you tips for your next steps.

Tip: You may and should listen to all kind of training sessions of other trainees. This is highly recommended and expected in all training phases, as the training sessions you actively attend will most likely not be sufficient on their own.

Training Steps

This is only an outline of the training steps to the S2-CPT. As the personal speed of learning and progress varies greatly between trainees, there may be individual variations. There might be extra steps at certain airports due to the complexity and extra trainings might be possible at any time, taking into account the availability of mentors.



Training Airport Ground Endorsement (Theory + Sim)

Requirements

- You controlled at least 10 hours on S1 minor airports of the Bremen FIR
- You hold a minimum of 10 hours activity in the last 2 months on minor airports of the Bremen FIR
- You have requested an online training in our trainings forum
- A mentor has contacted and assigned you to one of our training airports depending on your desired airport priority
- You worked through the **SOPs** of your training airport up to Ground
- **You prepared yourself for the training and observed other controllers at your new airport**
- If applicable, you prepared available Moodle training steps
- You worked through/repeated the "Lehrbuch Basics of Controlling", "Lehrbuch Delivery" and "Lehrbuch Apron/Ground" in the Knowledgebase

Contents

Together with a mentor, you will go through the SOP and discuss any open questions regarding your self-study. The better prepared you are, the shorter we can keep the theoretical part. If you are totally unprepared, the mentor can postpone this training.

EDDB/EDDH

In a sim session you will control the apron position with delivery top-down. If your mentor is satisfied with your performance, you will receive your ground endorsement. If not, a second session (Sim or Online) may be required or your self-training may continue for now on S1 Minor airports.

EDDV/EDDW

As these are unrestricted airports, you can control as S1 on GND/DEL with a passed SOP Check. Beside the mentioned requirements, you will directly skip to the next step of requesting a Ground Checkout after a minimum of 25h on your training position.

Although it is not prohibited, we **strongly recommend** that you only control at your training airport. An exception to this is the preparation for the tower introduction. This can be best practiced on S1 towers before.

Ground Checkout

Requirements

- You have controlled at least 25 hours on your training positions, including higher traffic situations
- A mentor has contacted you regarding your checkout request

Contents

Together with a mentor, you control the ground position in the evening. The mentor checks if you are applying all procedures correctly and how you handle the situation online. This is followed by a detailed debriefing.

If the checkout is rated positively, you can apply for your Tower Introduction. If not, more Sims or OTS trainings might follow, in general or with specific topics.

It is very important that you stick exactly to the learned procedures and phrases during the whole training process, as they will give you confidence and only this way you will become ready for the first exam in that short time.

Tower Introduction (Theory + Sim)

Requirements

- You passed your Ground Checkout successfully
- You worked through the "Tower" section in the Knowledgebase, including advanced topics
- You worked through the **SOPs** of your airport up to Tower
- **You prepared yourself for this station and observed other controllers at your airport**
- If applicable, you prepared available Moodle training steps
- You have arranged a training with a mentor

Contents

Together with a mentor, you will go through the SOP and discuss any open questions regarding your self-study. The better prepared you are, the shorter we can keep the theoretical part. If you are totally unprepared, the mentor can postpone this training.

In the Sim session you will control the tower position with top-down service. If your mentor is satisfied with your performance, you can proceed with online trainings. If not, more session may be required.

Tower OTS Training

Together with a mentor, you control the tower position in the evening. The mentor checks if you are applying all procedures correctly and how you handle the situation online. This is followed by a detailed debriefing.

If your mentor is satisfied with your performance, you will receive your tower solo. If not, more sessions (Sim or Online) are required.

Solo Phase

During your S1 solo phase you will independently control your training airport and prepare for your CPT. The controller practical test will take place on the tower position of your training airport.

The solo phase runs for **only 30 days!** Towards the end of these 30 days, you should have gained enough experience, also with larger traffic volumes, to request a CPT preparation training. One extension of 30 days will be granted which should include the controller practical test (CPT) at the end of this extension.

CPT Preparation

Requirements

- You have controlled at least 25h on the exam position
- You have a good routine for dealing with "normal" traffic situations including top-down service
- You have reviewed all theory you have learned throughout your training
- You have arranged a training with a mentor

Contents

Together with a mentor, you will either control the Tower in the evening or in a Sim Session during high traffic. The mentor checks if you are applying all procedures correctly and how you handle yourself online.

If the mentor is satisfied with your performance and your theoretical knowledge, he will give you the "go" for your final training.

Final Training

This training is about recreating the exact situation that you will face in a CPT. You will control the Tower including top-down service in the evening with your mentor silently watching you. If the mentor agrees, relieve stations can be allowed during the training and after approx. 60min other positions can be staffed again.

If the mentor is satisfied with your performance, the next step will be your CPT. He then makes an appointment with you and applies for your CPT. With your application, the ATSimTest will be activated.

The solo phase for tower lasts a maximum of only 60 days up to the CPT with a backup of another 30 days after a failed practical test. If you have not earned an S2 rating by the end

of the second extension (90 days), your training unfortunately has to end on the current position and a waiting time of 12 month will be applied. The leading mentor will inform you about possible alternatives.

ATSimTest S2

- Open Book test, use your experience, the knowledge base and google to answer the questions.
- If you have further questions about the contents of the ATSimTest, please contact one of the mentors.

The ATSimTest must be completed and passed before starting the CPT. Otherwise, the exam cannot take place!

CPT

In the CPT you show two examiners (ATD examiner and local assessor) that you can control all ground positions under a normal traffic amount for that airport. All contents of the tower training are relevant for the exam.

Tip: control safely and exactly the way you learned it. Don't try to control the traffic overly cautiously, nor do try to get out to all limits and beyond - the examiners only want to see that you can handle the traffic volume well and as confidently as possible. A perfect CPT is therefore very boring for the examiners to watch. If you should have a major mishap or it's just not your day at all, don't be too disappointed about a failed CPT - of course, you have (mostly after a new CPT preparation training) another try.

After passing the CPT, you will be recommended for the S2 rating. With the rating upgrade to S2, you get the clearance to control all unrestricted airports in Germany and the possibility to apply for endorsements of tier 1 airports. Additional trainings for the Tier 1 endorsement may apply.

Endorsements at Bremen FIR airports

In case you did your Training at a tier 1 airport (EDDH, EDDB), you will receive the endorsement automatically.

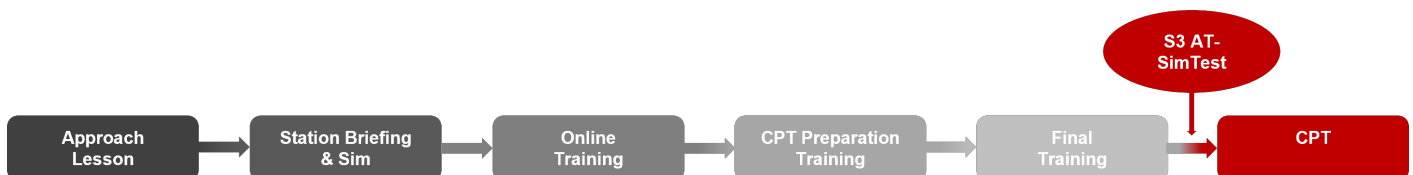
S3 Training (Approach)

General

In the FIR Bremen we use the airports Berlin (EDDB), Hamburg (EDDH), Hannover (EDDV) and Bremen (EDDW) for the approach controller training. In order to ensure the highest possible efficiency, you will not change between airports during the training phase. Since these trainings runs independent and parallel, this document is to be applied equally to all three airports. Beside your preferred priority, the final decision on which airport you will get your training is made by the mentor responsible for the Approach Lesson.

The solo phase for approach lasts a maximum of only 60 days up to the CPT with a backup of another 30 days after a failed practical test. Since this period is very short, it is important to use the solo phase efficiently. If you know that you will not be able to use parts of the solo phase for personal reasons, please inform the responsible mentor during the Approach Lesson, so that we can plan the solo start accordingly.

Training Steps



Tip: You may and should listen to all kind of training sessions of other trainees. This is highly recommended and expected in all training phases, as the training sessions you actively attend will most likely not be sufficient on their own.

Approach Lesson

Requirements

- Experience on tower, especially routine with heavy traffic
- at least 3 months have passed since your S2 CPT

- you have controlled at least 25 hours on your exam position as S2
- A mentor has contacted you regarding an Approach Lesson
- You have carefully studied the [Approach Study Guide](#) (german)
- If available, this step can be a Moodle course and online test

Station Briefing and 1. Sim

Requirements

- Learned the contents of the Approach Lesson
- Very good knowledge of the relevant SOP
- Very good knowledge of the departure and arrival routes at your training airport
- A mentor has contacted you regarding your training

Contents

- Theoretical instruction on the training station
- First practical experience on Approach in the simulator

Additional Sims

Requirements

- To consolidate learned concepts additional Sims are necessary. Your Mentor decides on the next steps.
- Within this phase of training, you have to prepare advanced theory like:
 - IFR Pickup
 - IFR Cancelation
 - C-Crossing
 - Holdings
 - Low visibility procedures
 - NVFR/SVFR
- Your mentor can decide to push these topics into the online training phase or use a mix of Sims and Online Trainings.

Online Trainings (multiple)

Requirements

- A mentor informed you to advance to online trainings

- Experience and confidence in available sim scenarios

Contents

Together with a mentor, you will occupy the approach position and control under his guidance.

If you have the necessary theoretical knowledge and practical skills to deal with the usual larger traffic volumes and "VFR specials", you will receive the solo phase to practice for your CPT on your own. Otherwise further sessions online or in the simulator will follow until you are ready.

Solophase Approach

The solo phase runs for **only 30 days!** Towards the end of these 30 days, you should have gained enough experience (also with larger traffic volumes) to request a CPT preparation training. One extension of 30 days will be granted which should include the controller practical test (CPT) at the end of this extension.

The solo phase for approach lasts a maximum of only 60 days up to the CPT with a backup of another 30 days after a failed practical test. If you have not earned an S3 rating by the end of the second extension (90 days), your training unfortunately has to end on the current position. The leading mentor will inform you about possible alternatives.

CPT Preparation Training

Requirements

- You have a good routine for dealing with "normal" traffic situations
- You have reviewed all theory you have learned throughout your training
- A mentor has confirmed this step

Contents

Usually, these preparation trainings are conducted in the simulator or online at higher traffic situations. If the mentor is satisfied with your performance and your theoretical knowledge, he will allow you to advance to your final training.

Final Training

Contents

You will occupy the examination station under the supervision of a mentor to show that you are ready for your CPT. This training is about recreating the exact situation that you will face in a CPT.

The mentor might notice a few things that you could do better that didn't show up in the previous trainings.

If the mentor is satisfied with your performance, the next step will be your CPT. He then makes an appointment with you and applies for your CPT. With your application, the ATSimTest will be activated.

ATSimTest S3

Requirements

- Open Book test, use your experience, the knowledge base and google to answer the questions.
- If you have further questions about the contents of the ATSimTest, please contact one of the mentors.

The ATSimTest must be completed and passed before starting the CPT. Otherwise, the exam cannot take place!

CPT

Contents

In the CPT you show two examiners (ATD examiner and local assessor) that you can control the approach position under normal traffic for your training airport. All contents of the approach training are relevant for the exam.

Tip: control safely and exactly the way you learned it. Don't try to control the traffic overly cautiously, nor do try to get out to all limits and beyond - the examiners only want to see that you can handle the traffic volume well and as confidently as possible. A perfect CPT is therefore very boring for the examiners to watch. If you should have a major mishap or it's just not your day at all, don't be too disappointed about a failed CPT - of course, you have (mostly after a new CPT preparation training) another try.

After passing the CPT, you will be recommended for the S3 rating. With the rating upgrade to S3, you get the clearance to occupy the approach position of all unrestricted airports in Germany and the possibility to apply for endorsements of Tier 1 airports. Additional trainings for the Tier 1 endorsement may apply.

Endorsements at FIR Bremen airports

In case you did your Training at a restricted airport (EDDB, EDDH), you will receive the endorsement automatically.

C1 Training (Center)

General

In the FIR Bremen we offer three sector groups for the center controller Training. These are based on the real model of EBGs (-> Einsatzberechtigungsgruppe) which cover roughly

- EBG Ost, covering Berlin area
- EBG Nord (Nord A+ Nord B combined), covering Hamburg area
- EBG Süd, covering Hannover area.

For correct sector structure check the [sector overview](#). With your training request state your preferred sector group for training.

Training Steps

Tip: You may and should listen to all kind of training sessions of other trainees. This is highly recommended and expected in all training phases, as the training sessions you actively attend will most likely not be sufficient on their own.

Center Lesson

Requirements

- Experience on Approach stations, especially within the training sector group
- you have controlled at least 25 hours on approach positions
- active Tier 1 Endorsements of covered top-down positions
- self study of:
 - sector structure
 - Letter of Agreement (LoA)
 - route network in the training sector group
- good three-dimensional thinking

Online Trainings

As the center airspace is quite complex and the working methods differ from station to station, the following order of trainings will make the step from approach to center stations easier. The order of training steps may differ as it is only a rough structure.

Lower sectors

The training sessions on lower sectors will help you to gain your first experience on a center position in rather familiar conditions. As the lower sectors provide service up to FL245 (FL285 in EDWW-East) the impact of e.g. higher speeds is compared to approach sectors noticeable however not too great to gain first routine. You will also learn the methods and techniques to control a sector safely and efficiently. One part of this trainings step is, to learn about short and mid time planning and sequencing.

Upper sectors

As you achieved some experience, some mentored trainings on upper only sectors will follow, where you will learn in addition to achieve adequate spacings within longer periods of time with less impact.

Combined

One of the last steps are training sessions on a combined sector where you control both - upper and lower sectors. These two steps will be harmonized with each other in this training section.

Solophase Center

As far you have a good knowledge of procedures and techniques you will get a solo endorsement for your training sector to improve your controlling by yourself. In this phase some check ups with a mentor will take place, to ensure the training objective will be achieved.

CPT Preparation & Final Training

Final Training

The last regular training session is your pre CPT. In this training a mentor will check under CPT conditions whether you are ready to be signed up for the CPT.

ATSim Test C1



The ATSimTest must be completed and passed before starting the CPT. Otherwise, the exam cannot take place!

The test can be found in the [VATEUD core portal](#) after your mentor has signed you up for it.

CPT

For your CPT it you can search for a relief station in advance. Also, you can ask the event department to request ATC from neighbouring sectors.

Tip: control safely and exactly the way you learned it. Don't try to control the traffic overly cautiously, nor do try to get out to all limits and beyond - the examiners only want to see that you can handle the traffic volume well and as confidently as possible. A perfect CPT is therefore very boring for the examiners to watch. If you should have a major mishap or it's just not your day at all, don't be too disappointed about a failed CPT - of course, you have (mostly after a new CPT preparation training) another try.

Visiting Controller / Gastlotse

Welcome to the North of Germany

Thanks for your interest in controlling at the Bremen FIR. Please send your request in our Forum at:

[WAITING LIST] Rating Training + Visitor Endorsements

Endorsements usually consist of a theoretical part and an online/sim training.

Requirements

Guest Controller from vACC Germany

- S2+ Rating
- English language skills are mandatory
- Endorsements needed at all EDDB / EDDH stations (Tier 1) and Center positions
- non restricted stations are free to be staffed according to your rating
- prepare relevant **SOPs** and **LOAs**

Visiting Controllers from other countries

- S3+ Rating
- English language skills are mandatory
- Knowledge of German is helpful, but not mandatory
- VFR flights can be conducted in German language within our airspace

In case you are not on the Vatsim Germany **Controller Roster** yet (first request in Germany):

- Send a **visiting request** within the VatEUD Core System
- Your first training will be a "*Vatsim Germany Orientation*" to get onto the active roster with the ability to staff unrestricted positions in Germany
- Further Endorsements needed at all EDDB / EDDH stations (Tier 1) and Center positions
- prepare relevant **SOPs** and **LOAs**
- **Transfer and Visiting Controller Policy** applies

For our non Tier1 airports (EDDV, EDDW, EDXW...), you also need a short sim training or a short online training as a visiting or transferring controller from countries other than Germany. It is

possible to combine TWR and APP directly in a single sim training or online training. This serves to ensure that you are familiar with the procedures within vACC Germany. However, if you have already successfully completed a station introduction in Berlin (EDDB) or Hamburg (EDDH), you will automatically receive an endorsement for our unrestricted airports.

Maintaining your Endorsement

Minimum requirements to keep your endorsements:

- 3 hours within 180 days (rolling) on the highest endorsed position
- Restricted stations within your endorsement are retained via top-down service

Of course we are happy if you control more than these minimum hours with us. Feel free to participate in our events and help us out even on non restricted airports.

Additional note concerning **Center EBG North and South**: In case you hold both endorsements, sessions on Bremen Radar Eider West (EIDW) or Maastricht Radar Celle (CEL) count towards both requirements.

Your current status can be found in the **Bremen FIR Endorsement List**.