

AERONAUTICAL INFORMATION CIRCULAR - MOÇAMBIQUE
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AIC - International
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10 October

GENERAL

JOB DESCRIPTION OF ATS STAFF.

1. Authority

1.1 This circular is issued by the Executive Chairman of the Instituto de Aviação Civil de Moçambique (IACM) in pursuance of powers vested in him under Article 31 of Law N^o 21/2009 of 21 September and Article 12 of Resolution 19/2011 of 30 November.

2. Purpose

2.1. The purpose of this Advisory Circular is to guide ANS providers in developing job descriptions for air traffic services staff that are aligned to the overall objectives, functions and activities of air traffic services.

3. References

3.1 ICAO DOC. 9426 – ATS Planning Manual;

4. Introduction

Air Traffic Services organizations are established in order to satisfactorily accomplish the objectives and functions of air traffic services. ATS providers have the responsibility for the overall policy, planning, personnel and management of air traffic services including defining job functions and assigning duties to ATS staff in accordance with the requirements of the Manual of ANS Standards.

5. Functions and Activities of ATS

ATS providers are responsible for promoting and supervising the development of civil aviation within Mozambique while fostering safety, achieving efficient use of navigable airspace and developing and operating satisfactory air traffic service systems. To ensure organized and efficient use of the airspace, ATS providers shall develop procedures for

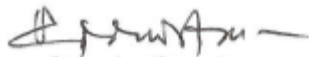
the employment of air traffic controllers and develop and implement training programmes. Besides determining the number of qualified personnel required to operate an ATS unit, ATS providers shall develop job descriptions for each air traffic control position in order to ensure that the functions and activities of ATS are aligned to the requirements of the regulations and the Manual of ANS Standards.

6. Job descriptions of ATS staff

As a general guide, the duties and responsibilities of air traffic services staff should include the following;

- a) Development and administration of ATS policies, plans and procedures;
- b) Management of ATS personnel and budgetary requirements;
- c) Coordination of ATS operations within the flight information (FIR) and with neighbouring FIRs as well as other agencies;
- d) Administration and management of ATS operations within the Flight Information Region and at aerodromes to ensure that all ATS units operate in accordance with the applicable Civil Aviation Regulations, Manual of ANS standards, Civil Aviation Circulars and other relevant local procedures;
- e) Supervising and conducting training to ensure achievement of required skills and competencies of ATS personnel;
- f) Acting as focal point for the development, administration and maintenance of an effective safety management system to meet the requirements of the State Safety Programme;
- g) Preparation and implementation of training programmes for ATS personnel including on-job-training;
- h) Supervision and provision of air traffic control service at operational positions in order to prevent collision between aircraft and to expedite and maintain orderly flow of air traffic and in particular;
 - i. Provision of aerodrome control service
 - ii. Provision of approach control service
 - iii. Provision of area control service.
- i) Provision of flight information and alerting services; and
- j) Monitoring of air traffic movement to minimize delays and maximize safety.

EXECUTIVE CHAIRMAN



Afonso Sande Cuinhane
Instituto de Aviação Civil de Moçambique