

Rules

VACC Slovakia

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1. General rules

1.1. VACC Slovakia is a subdivision within the VATSIM network that provides virtual air traffic control services in the Slovak Republic.

1.2. Anyone who meets the conditions listed below may become a member.

Membership requires proficiency in Slovak or Czech (both spoken and written), as well as in English (both spoken and written). The applicant must not hold a staff position in any other subdivision.

1.3. Division membership is divided into regular and visiting categories.

1.3.1. Regular membership is divided into founding, active, and inactive members.

Regular membership terminates when a member transfers to another subdivision. It is linked to the member's attained rating. The ratings are defined according to the VATSIM Global Controller Administration Policy

(<https://vatsim.net/docs/policy/global-controller-administration-policy>)

1.3.2. Visiting membership is contingent upon the applicant's knowledge of local procedures, a minimum rating of S3 or higher, and demonstrated competency. The membership is valid for one calendar year. Any subsequent application for visiting membership must be submitted via <https://core.vateud.net/>

1.4. An active member is one who connects to an ATC position on the VATSIM network at least once every six months.

1.5. An inactive member who fails to meet the requirement stated in Article 1.4 must undergo a re-evaluation by a mentor to be reinstated as an active member. The list of mentors authorized to train or supervise students is published on the division's website (<https://vacc-slovakia.sk/index.php?act=training-department>)

1.6. The competency level of a visiting member, as specified in Article 1.3.2, shall be assessed by the Training Department based on individually determined criteria.

2. Division management

- 2.1. Only a regular VACC member holding a rating of C1 or higher may serve as the Director of the subdivision. The Director represents the subdivision externally. The subdivision may appoint a Deputy Director, who must also be a regular VACC member with a rating of C1 or higher.
- 2.2. The Head of the Training Department may be a regular VACC member holding a C1 rating or higher.
- 2.3. The Head of the Events Department may be a regular VACC member who has attained a rating of S2 or higher.
- 2.4. VACC may establish additional positions as needed. The minimum required rating is S2 or higher. Any exceptions to the required rating must be individually approved by the Director of the subdivision.
- 2.5. Voting for the filling of individual positions is conducted by a simple majority of regular subdivision members holding a C1 rating or higher.
- 2.6. The term of office for each member of the division's staff is limited by the member's resignation or, alternatively, by their inactivity.
- 2.7. The removal of a staff member shall be carried out by a vote in accordance with Article 2.5.

3. Connection to the VATSIM Network

3.1. When providing virtual air traffic control services, an active controller (hereinafter referred to as "controller") may connect only to a position for which they hold the required rating. This rating is published on the VACC website in the Members section (<https://vacc-slovakia.sk/index.php?act=members>) and on <https://core.vateud.net/>

3.2. A controller who does not meet the requirement stated in section 3.1 may connect to a position only if approved for solo by a mentor or under the mentor's supervision.

3.3. A controller connects to an active position using their CID and password. The rules for connecting are governed by the general VATSIM guidelines (<https://vatsim.net/docs/about/joinvatsim>)

3.4. The suffixes for active positions in the Slovak Republic are:

- a. LZIB_GND (S1+),
- b. LZIB_TWR (S2+),
- c. LZIB_APP (S3+),
- d. LZPP_TWR (S2+),
- e. LZZI_TWR (S3+),
- f. LZTT_TWR (S3+),
- g. LZKZ_TWR (S2+),
- h. LZKZ_APP (S3+),
- i. LZBB_CTR (C1+),
- j. LZBB_U_CTR (C1+),
- k. LZBB_I_CTR (C1+) - for uncontrolled airspace,
- l. LZxx_I_TWR (S2+) - for uncontrolled airports.

Positions and their frequencies are published on the VACC website: <https://vacc-slovakia.sk/index.php?act=atc>)

3.5. If a member wishes to connect to the VATSIM network on an inactive position, they may use the following options:

- a. XX_OBS – observer (XX typically represents the first letters of the member's first and last name)
- b. ACCSK1..x – a position in STAFF
- c. LZxx_Y or M_GND/TWR/APP/CTR – mentor
- d. LZxx_X_TWR/APP/CTR – examiner

3.6. The LZBB_U_CTR sector may be opened only if LZBB_CTR is online and with its explicit permission.

3.7. Connection to the LZIB_GND position is allowed only with the explicit permission of the ATC on the LZIB_TWR position.

3.8. The rule in Article 3.7 applies only to student hours supervised by a mentor on the LZIB_TWR position.

4. SOLO Rules

4.1. Positions approved for “solo controlling” are:

- a. for TWR: LZIB
- b. for APP: LZIB
- c. for CTR: LZBB

4.2. SOLO authorization is granted for 30 days; if this period proves insufficient, an additional 30 days may be granted.

4.3. In Euroscope, INFO line 2 must display the text: “Approved for solo controlling.”

4.4. It is prohibited to perform “solo controlling” during events on the positions affected by the event.

4.5. The rule in Article 4.3 does not apply if the controller is performing solo controlling under the supervision of a mentor.

4.6. Two controllers with solo authorization may not connect simultaneously to the same airport (e.g., LZIB_TWR, LZIB_APP, etc.).

5. Training

5.1. The Training Department is responsible for enrolling a student in training.

5.2. Enrollment in training is determined by mentor availability, the order of applications, and the decision of the Training Department. When deciding on enrollment, the applicant's profile, potential for progress, and time availability are taken into consideration.

5.3. The training rules are governed by the following plan.

5.3.1. S1 Rating:

- Minimum of 5 sweatbox exercises,
- S1 test on <https://core.vateud.net/> and assignment of the S1 rating,
- Minimum of 5 online hours with a mentor,
- GND examination (demonstration of phraseology and procedures) – Upon successful completion, the applicant receives the full S1 license.

5.3.2. S2 Rating:

To enroll in training, the controller must have completed at least 25 hours on the LZIB_GND position and a minimum of 2 controlled events on LZIB_GND.

- Minimum of 10 sweatbox exercises (for LZIB_TWR and LZKZ_TWR positions),
- Minimum of 15 online hours with a mentor,
- Pre-solo evaluation – either via Sweatbox or online on VATSIM,
- Solo controlling (in accordance with Articles 4.2 and 4.3),
- S2 examination – theoretical via <https://core.vateud.net/> and practical on the LZIB_TWR position. Upon successful completion, the applicant receives the full S2 license.

5.3.3 S3 Rating:

To enroll in training, the controller must have at least 50 hours combined on the LZIB/LZKZ/LZPP_TWR positions and a minimum of 2 controlled events.

- Minimum of 15 sweatbox exercises (APP exercises within the division, LZKZ_APP, LZTT_TWR, LZIB_APP),
- Minimum of 15 online hours with a mentor,
- Pre-solo evaluation – either via Sweatbox or online on VATSIM,
- Solo controlling (in accordance with Articles 4.2 and 4.3),
- S3 examination – theoretical via <https://core.vateud.net/> and practical on the LZIB_APP position.
- Upon successful completion, the applicant receives the full S3 license.

5.3.4. C1 Rating:

To enroll in training, the controller must have at least 100 hours combined on the LZIB/LZKZ_APP and LZZI/LZTT_TWR positions, and a minimum of 2 controlled events.

- Minimum of 15 sweatbox exercises,
- Minimum of 15 online hours with a mentor,
- Pre-solo evaluation – either via Sweatbox or online on VATSIM,
- Solo controlling (in accordance with Articles 4.2 and 4.3),
- C1 examination – theoretical via <https://core.vateud.net/> and practical on the LZBB_CTR position.
- Upon successful completion, the applicant receives the full C1 license.

5.3.5. Higher Ratings: C3, I1, I3

The acquisition of these ratings follows the VATEUD rules; these regulations do not cover the procedures for obtaining these ratings.

5.4. A single flight is considered to be one departure, overflight, or arrival. A circuit flight (IFR/VFR) counts as one flight regardless of the number of touch-and-goes (T/G).

5.5. An online hour (60 minutes) is counted only if a minimum of 8 flights were conducted during that period

5.6. During a supervised hour on LZIB_TWR, the LZIB_GND position must not be opened.

6. Examination

6.1. The authority to conduct student examinations rests with the Director of the subdivision and the Head of the Training Department.

6.2. The authority to recommend a student for examination rests with the student's main mentor, who must consider the student prepared both professionally and personally.

6.3. The Director of the subdivision and the Head of the Training Department shall designate who will serve as the examiner and who will act as the assessor. Typically, the Head of the Training Department serves as the examiner. They may delegate their authority to other controllers holding a minimum rating of C1 or higher.

6.4. Examinations are divided into theoretical and practical parts (except for the S1 position, which has only a theoretical component).

6.4.1. The theoretical part is conducted on the website <https://core.vateud.net/>

6.4.2. The practical examination is conducted on the following position:

- a. LZIB_TWR for S2,
- b. LZIB_APP for S3,
- c. LZBB_CTR for C1.

6.5. The examination lasts a minimum of 90 minutes, with a minimum of 10 flights per hour. A flight is defined in Article 5.4.

7. Reservation

7.1. A controller may reserve only a position for which they hold the required rating. This reservation gives them priority over other controllers in the order of assignment for that position at the selected time.

7.2. A reservation is binding for the controller and should be honored (including controlling during an event). Controllers must not reserve a position if they will be unavailable at the reserved time.

7.3. Reservations are made via the website <https://vacc-slovakia.sk/index.php?act=booking>. After a successful reservation, the VACC website displays the date, start and end time, the controller's details, and the reserved position. Only this displayed information serves as a valid confirmation of the reservation.

7.4. Controllers may not reserve a position less than 2 hours before the planned controlling session.

7.4.1. The rule in section 7.4 does not apply if a controller is already operating the position and wishes to extend their session.

7.4.2. An extension is allowed only if it does not conflict with another member's reservation for the same position at the same time.

7.5. A controller must immediately end their session and vacate the position if another controller with a valid reservation arrives to take over.

7.6. A reservation becomes invalid if the controller is more than 15 minutes late in connecting to the position or voluntarily vacates it, unless stated otherwise below.

7.7. If a student fails to attend their supervised session, the mentor may cancel the reservation or take over the controlling session themselves.

7.8. A reservation under Article 7.7 becomes invalid if the student or mentor does not connect within 30 minutes of the reservation start time.

7.9. A controller's reservation also becomes invalid if a mentor requests the release of the reserved position for the purpose of student training. For example, this applies when reserving LZIB_GND while training is conducted on LZIB_TWR.

7.10. Reservations for an examination or evaluation remain valid until the completion of that examination or evaluation. Such a reservation takes priority over all other reservations, even if the session extends beyond the reserved time.

7.11. After approval by the Director of the subdivision or their deputy, controllers may be assigned positions to operate during an event. Such an assignment takes precedence over any reservation of that position under Articles 7.1–7.3.

8. Sanctions

- 8.1. Behavior on the VATSIM network is governed by the [VATSIM Code of Conduct](#)
- 8.2. Violation of the rules is addressed individually by the supervisor or, if necessary, by the VATEUD division.
- 8.3. The subdivision director may impose an individual sanction on a controller who connects to a position for which they do not have the appropriate rating, and who does not have a mentor, or is operating solo.
- 8.4. In the case of inappropriate behavior by a trainee, they will not be allowed to proceed to the exam as per Article 6.2.
- 8.5. In the case of a violation of the reservation rules in Article 7, the controller will not be assigned a position for controlling during the event, and their reservations in the system according to Articles 7.1 - 7.3 will not be considered. The duration of the sanction will be determined individually by the subdivision director.