



# IVAO Portugal GCA Policy

## OVERVIEW

According to [IVAO Rules & Regulations](#), a Guest Controller Approval is required if a member wants to provide ATC services in a foreign Division, as described in the following rule,

*5.1.7 - Divisions may require members of foreign divisions to obtain a Guest Controller Approval before providing ATC services. Divisions shall announce their participation and publish their requirements on the division's web site.*

## MINIMUM REQUIREMENTS

The following are the minimum requirements for a given member to apply and maintain the GCA rating in the Portuguese (PT) division:

- Good knowledge of the English and Portuguese language\*
- Perfect knowledge of the local procedures and differences from ICAO Standards
- Have at least a rating of ADC with one hundred (100) logged controller hours
- Good knowledge of Air Law & General ATC Procedures
- Good knowledge of the location of main Portuguese city's and other prominent ground landmarks due to local VFR flights and procedures
- Achieved the ADC rating in less than three (3) practical exam attempts

All of these requirements will be evaluated on a practical exam with an authorized local examiner.

**If the Portuguese division has any reason to believe your application is not suitable, your process will be reviewed and an interview be conducted before the start of the GCA Approval Process.**

\* If the candidate doesn't meet the minimum Portuguese language level the rating shall be awarded with a special restriction allowing the candidate to control only under the supervision of our division training staff.

## GCA RESTRICTIONS

As a general rule, the applicant will be approved to control the position equivalent to the rating that has been acquired on his home division at time of application as shown in the list below:

- ADC – DEL, GND and TWR
- APC – DEL, GND, TWR and APP
- ACC – DEL, GND, TWR, APP and CTR

Unless otherwise stated upon the completion of the checkout, the member will be allowed to control in any airport of the checkout FIR.

There might be exceptions for members who wish to control in positions above the current rating that will be review on an individual basis. For such cases, if approved, the member will perform a checkout for a specific position, and only approved to that position.

## FIR RESTRICTIONS

When applying for a GCA in the Portuguese Division you will be required to indicate where you intend to perform your checkout. This means that you will be restricted to the FIR of your chosen airport.

If you intend to perform an Oceanic checkout a separate procedure from the domestic GCA will be in order, especially the exception of the basic ADC requirement.

Examples:

The applicant requests to perform the checkout at LPFR – this means that the GCA will be restricted to Lisboa (LPPC) FIR;

The applicant requests to perform the checkout at LPPD – this means that the GCA will be restricted to Santa Maria (LPPO) FIR;

The applicant requests to perform the Oceanic Checkout – this means that the GCA will be restricted to the Oceanic (LPPO\_OC\_CTR) position.

## GCA VALIDITY

GCAs are valid on a three-month basis but the Portuguese division reserves the right to revoke it at any time if any of the following condition occurs:

- Violation of IVAO Rules and Regulations
- You fail to control at least five (5) hours in the three-month window
- If you are found online controlling a position where your GCA is not valid (for example, controlling oceanic airspace if applied for an LPPC GCA)
- Any other valid situation revised by the Portuguese Division HQ and Training Staff

## LEAVING MEMBERS

Members that leave the Portuguese division are subject to a 1 (one) year cooldown period before being able to apply to a GCA. Special waivers may be granted by the DIV-HQ.

## APPLY FOR A GCA

To apply for a GCA you must meet and agree to all that is described above. You can then apply for a Portuguese GCA by going to our [GCA webpage](#) and fill the presented form.