

VATUSA COMPETENCY REVIEW AND CERTIFICATION

Student Name: [Click or tap here to enter text.](#)

CID: [Click or tap here to enter text.](#)

Operation Position: [Click or tap here to enter text.](#)

Facility: ZSE

Date: [Click or tap to enter a date.](#)

A. Theory

Performance Indicator	Result
1. Demonstrates knowledge of Delivery and Ground Controller duties and responsibilities	
Defines all parts of a clearance	Choose an item.
Explains all types of SIDs	Choose an item.
Defines what RVSM is and how it differs from normal direction of flight altitude rules	Choose an item.
Defines all parts of a flight plan	Choose an item.
Defines, compares and contrasts: /A, /G, /L and /Z equipment suffixes	Choose an item.
2. Demonstrates knowledge of Local Controller duties and responsibilities	
Identifies difference between movement and non-movement areas	Choose an item.
Defines all parts of VFR traffic pattern	Choose an item.

B. Practical

Performance Indicator	Result
1. Identifies runway in use given the weather and SOP	
Properly decodes METAR and TAF	Choose an item.
Identifies landing and departing runway	Choose an item.
2. Clearance issuance	
At least 90% of IFR clearances contain no errors*	Choose an item.
At least 90% of VFR clearances contain no errors*	Choose an item.
Readback and hearback is assured	Choose an item.
3. Ground movement	

Arriving aircraft are taxied to requested destination IAW the standard	Choose an item.
Departing aircraft are taxied to their runway IAW the standard	Choose an item.
No runway incursions occur	Choose an item.
No multiple runway crossings are issued	Choose an item.
Aircraft are squawking altitude encoding prior to take-off^	Choose an item.
Proper sequencing is utilized including but not limited to departure sequencing, and proper give way/follow instructions	Choose an item.
Helicopter ground movements are issued IAW the standard	Choose an item.
4. Landing Clearances	
No runway incursions occur	Choose an item.
VFR aircraft are cleared for the option with or without limitations	Choose an item.
Wake turbulence advisories are given as needed	Choose an item.
Necessary traffic information is given as needed	Choose an item.
Side-step clearances are properly given as needed	Choose an item.
Go-around clearances are properly given as needed and coordinated as necessary	Choose an item.
Landing clearances include wind information when necessary#	Choose an item.
LAHSO is properly utilized¥	Choose an item.
Helicopter departures at ramp and runway are handled	Choose an item.
5. VFR in traffic pattern are adequately spaced	Choose an item.
6. Take-off clearance	
Line-up and wait is properly utilized IAW the standard	Choose an item.
Intersection departures are conducted IAW the standard	Choose an item.
Wake turbulence separation is adhered to	Choose an item.

C. Coordination

Performance Indicator	Result
1. Ensures relief briefing was understood	Choose an item.
2. Conducts relief briefing at end of exam properly	Choose an item.
3. Properly coordinates runway crossings	Choose an item.
4. Properly transfers control of aircraft when required	Choose an item.

D. Professional Development

Performance Indicator	Result
1. Communications are done in a professional manner	Choose an item.
2. Only gives communications when necessary^	Choose an item.
3. Effective working speed is maintained^	Choose an item.
4. Manages frequency^	Choose an item.

Notes

Click or tap here to enter text.

Result

Instructor Name: Click or tap here to enter text.

Instructor CID: Click or tap here to enter text.

OTS Result: Choose an item.

THIS FORM MUST BE FILED IN ACCORDANCE WITH GUIDELINES FROM YOUR TRAINING ADMINISTRATOR.

Notes to Instructors

Not Observed

Any item marked as “Not Observed” must be explicitly tested in an oral portion of the OTS if it is in Category A or C. No item in Category B may be marked as “Not Observed”, and items in Category D may be observed generally to meet a “Satisfactory” level.

Commendable

Meeting the commendable standard for the DID(s) associated with this area this may be marked as such. Should a DID list NONE as the commendable, an instructor may award a commendable level of performance as they see fit.

Satisfactory

Meeting the standard required by the DID(s) associated with that area

Needs Improvement

Meeting the standard in spirit but lacking in an adequate level of execution or depth. Continued performance at this level must not lead to a certification. An area where a student/developmental needs improvement may be marked as “SATISFACTORY” and a note made in the note box detailing where and how the student/developmental’s performance just missed the standard. Any results with a Needs Improvement (NI) must be discussed with the student and rectified before continuing on to their next level of training. Only one area may be marked as NEEDS IMPROVEMENT, any other area marked as such must result in no certification.

Unsatisfactory

Fails to meet the standard associated with the DID(s) that test this area. Any area with an Unsatisfactory necessitate the student/developmental failing the OTS. Reasons for failure must be noted and discussed with the student/developmental.

Other

Mark CERTIFICATION is the student/developmental has had all marks of at least SATISFACTORY. Mark CONTINUATION OF OJT if the student/developmental has at least one UNSATISFACTORY mark.

*define an area where performance just below this level may be passed while not meeting the minimum percentage, note the percentage (i.e., 88%) in the notes section. You are to use your judgement and ensure the student/developmental corrects these deficiencies before moving forward in their training.

^ define a non-critical area where compliance is recommended but not required

defines an area where compliance can be exemplified without any unnecessary work by the instructor (i.e., a landing clearance can always include the wind, but it only needs to be necessary when military or tailwind component > 5 knots. An area with an # must be demonstrated by at worst asking the student when this is required).

¥ should the facility not be LAHSO capable, the student may meet this standard by discussing what LAHSO is and giving the phraseology for such.

*** Save this form as CID-S2OTS# (where # is the OTS attempt) ***