


Irish Aviation Authority. The Times Building 11– 12 D'Olier Street Dublin 2, Ireland www.iaa.ie	Údarás Eitlíochta na hÉireann Foirgneamh na hAmanna 11–12 Sráid D'Olier Baile Átha Cliath 2, Éire	AERONAUTICAL NOTICE  No. S.30  ISSUE 5  DATE 26/05/2025	
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## Temporary assessor authorisation

### 1. PURPOSE

#### 1.1 Introduction

Persons and organisations involved in the competence assessment of student air traffic control officers and air traffic control officers (ATCOs) are legally required to comply with *Commission Regulation (EU) 2015/340 lays down technical requirements and administrative procedures relating to air traffic controllers' licences and certificates pursuant to Regulation (EU) No 2018/1139 of the European Parliament and of the Council*.

When the requirement provided for in ATCO.C.045 (d) (1) of Commission Regulation (EU) 2015/340 cannot be met, the competent authority may authorise holders of an assessor endorsement issued in accordance with ATCO.C.055 to carry out assessments referred to in ATCO.C.045(b)(3) and (4) to cover:

1. exceptional situations or
2. to ensure the independence of the assessment,

provided the requirements set out in points (b) and (c) of ATCO.C.065 are met.

#### 1.2 Objective

The objective of this material is to outline, to an air navigation service provider (ANSP) and holders of an assessor endorsement, the procedures to seek and gain Competent Authority approval for a temporary assessor authorisation.

#### 1.3 Scope

Air Navigation Services Division (ANSD) of the Irish Aviation Authority (IAA) is the Competent Authority (CA) for Ireland with regard to Regulation (EU) 2018/1139 and Commission Regulation (EU) 2015/340.

This notice applies to all certified ANSPs and holders of an assessor endorsement involved in the competence assessment process for student ATCOs and ATCOs under Commission Regulation (EU) 2015/340 in Ireland.

#### 1.4 Responsible Person


The Manager of ANSD has overall responsibility for this procedure.

### 2. References

- Regulation (EU) 2018/1139;
- Commission Regulation (EU) 2015/340;
- Implementing Regulation (EU) 2023/893
- ICAO Annex 1

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### 3. Procedures

**3.1** In an exceptional situation such as when an ANSP does not have a sufficient number of assessors or if the independence and objectivity of the assessment is otherwise endangered, a request as outlined hereunder, can be made to the CA to grant a temporary assessor authorisation to a holder of a current assessor endorsement.


The ANSP at whose unit the assessment will take place shall submit a request in writing (letter or email) **no later than 30 working days** before the assessment is to take place, to the CA, and provide the following:

1. A safety assessment (conducted under its SMS).
  2. The reason(s) why a temporary assessor authorisation is required.
  3. If needed, measures that will be taken to ensure the situation will not reoccur.
  4. The period it's required for.
  5. The name of the person nominated with competence, experience and licensing details included.
  6. A declaration by the nominated assessor
    - i. That the information they supply (or is supplied on their behalf) regarding competence, experience and licence details is correct and
    - ii. That they agree to the request from the ANSP to conduct an assessment with a temporary assessment authorisation.
  7. Other information the ANSP deems appropriate to assist in their request.
- 3.2** The temporary assessor authorisation may be issued to holders of an assessor endorsement issued in accordance with Commission Regulation (EU) 2015/340 of 20 February 2015.
- 3.3** The assessor shall comply with the requirements of ATCO.C.065 'Temporary assessor authorisation' and shall hold a unit endorsement with the associated rating and, if applicable, rating endorsement, relevant to the assessment for an immediately preceding period of at least one year for the rating and rating endorsements for which they will undertake the assessment on.

For example, for an assessment of a controller at one unit in the discipline of ADC with SUR the competence assessor shall have on their licence a Unit rating and rating endorsement in ADC and SUR.

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- 3.4 The temporary assessor authorisation shall be limited to the assessments necessary to cover exceptional situations and/or to ensure the independence of the assessments and its validity shall not exceed one year or the validity of the assessor endorsement issued in accordance with ATCO.C.055, of Commission Regulation (EU) 2015/340, whichever occurs sooner.
- 3.5 For the purpose of ensuring the independence of the assessment for reasons of a recurrent nature the holder of the assessor endorsement shall also hold a unit endorsement with the associated rating and, if applicable, rating endorsement, relevant to the assessment for an immediately preceding period of at least one year. The validity of the authorisation shall be determined by the competent authority but shall not exceed the validity of the assessor endorsement issued in accordance with ATCO.C.055.
- 3.6 For the purpose of ensuring the independence of the assessment for reasons of a recurrent nature, the safety analysis performed could encompass the recurrent nature of the need to ensure the independence of the assessments from the training process and provide a basis for the issue of multiple temporary authorisations based on the same reason. **{AMC1 ATCO.C.065(d)}**
- 3.7 The assessment shall be conducted in line with the ANSPs approved unit competence scheme.

#### 4. Action by the CA

- (a) The CA will determine from the submission as to whether it can grant the request or not.
- (b) The CA will inform the air navigation service provider of the outcome and, where a temporary assessor authorisation is granted, the nominated assessor will receive a letter or certificate of temporary authorisation allowing the named person to conduct temporary assessments at a specified location/sector/working position for a defined period. Other conditions will be included as necessary.

#### 5. Further Information

Any queries or requests for further information should be addressed to the following ANSD email address: [atstraining@iaa.ie](mailto:atstraining@iaa.ie)

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