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PERSONNEL LICENSING

GENERAL

RADIOTELEPHONY OPERATOR'S CERTIFICATE (ROC) AND RADIO TELEPHONY EXAMINERS (RTE)

1. INTRODUCTION

- 1.1 *The Independent Communications Authority of South Africa (ICASA) was established in terms of the Independent Communications Authority of South Africa Act, 2000 (Act No. 13 of 2000) to regulate broadcasting, electronic communications and postal services in the public interest.*
- 1.2 *ICASA also controls, plans, administers and manages the user and licensing of the radio frequency spectrum in terms of the Electronic Communications Act, 2005 (Act No. 36 of 2005).*
- 1.3 *The ICASA and SACAA entered into an Agreement on 17 May 2021 in terms of which, the ICASA designates to the SACAA the function to conduct the examinations of proficiency envisaged herein and to issue the Radiotelephony Operator's Certificates which are endorsed in the pilot licences to authorise the use of radio apparatus on-board aircraft.*
- 1.4 *The Radiotelephony Operator's Certificates issued by the SACAA shall provide evidence that the holder of the certificate is competent in utilising the on-board radio equipment with a degree of competency acceptable to the ICASA, the International Telecommunication Union (ITU) and International Civil Aviation Organisation (ICAO).*
- 1.5 *In order to achieve the desired standards, the SACAA is mandated, in terms of the Agreement, to perform the following tasks:*
 - a. *establish and maintain training and testing standards for the issuance of a Radiotelephony Operator's Certificates (ROC);*
 - b. *conduct theoretical knowledge examinations for the issuance of a ROC;*
 - c. *conduct oversight on ROC training providers;*
 - d. *appoint and conduct oversight on Radio Telephony Examiners (RTE);*
 - e. *establish and manage the application processes for the ROC licence endorsement;*

2. GENERAL

2.1 *A licence may be endorsed with the following ROCs:*

a. **Restricted** ROC endorsed in the following licences:

- i. *PPL (A) and PPL (H);*
- ii. *NPL;*
- iii. *Glider Pilot Licence; and*
- iv. *Free Balloon Pilot Licence.*

b. **General** ROC endorsed in the following licences:

- i. *CPL (A) and CPL(H);*
- ii. *ATPL(A) and ATPL(H);*
- iii. *PPL endorsed with an IR; and*
- iv. *Flight Engineer Licence.*

2.2 *In the case of a foreign licence validation, the ROC issued by the contracting State will be endorsed in the course of the licence validation process.*

3. PRACTICAL TRAINING FOR A ROC LICENCE ENDORSEMENT

3.1 *The theoretical and practical training shall be conducted under the auspices of an ATO approved for such purpose by the SACAA, in terms of Part 141 of the Civil Aviation Regulations, 2011 (CARs).*

3.2 *The flight instructor who conducts the training towards a ROC licence endorsement must be the holder of a valid flight instructor rating issued in terms of Part 61.*

3.3 *The training curriculum must be based on the following documentation and legal provisions:*

- a. *Appendices 1.2 and 1.5 of Document SA-CATS 61 (for Restricted ROC);*
- b. *Appendices 1.5a, 2.1 and 2.5 of Document SA-CATS 61 (for General ROC);*
- c. *Applicable provisions of the CARs and SA-CATS;*
- d. *AIC 005-2018 (Radiotelephony procedures);*
- e. *AIC 010-2019 (Filing of flight plans);*
- f. *ICAO Document 4444;*
- g. *ICAO Document 9432;*
- h. *AIP;*
- i. *AIP-SUP;*
- j. *NOTAMS;*
- k. *VFR charts (for Restricted ROC);*
- l. *Aeronautical charts; and*
- m. *Aeronautical IFR navigation enroute charts (for General ROC).*

- 3.4 *The practical training for a Restricted ROC must be integrated in the PPL training at an early stage of the training programme and the student pilot must be afforded the opportunity to practise radiotelephony as frequently as possible in the course of being trained.*
- 3.5 *Except in exceptional circumstances, a student who has been released for solo flights in the general flying area shall be required to perform all radio communications during all subsequent dual flights without the interference or aid of the flight instructor.*
- 3.6 *The PPL training file shall cater for the recording of the ROC training progress of the student.*

4. THEORETICAL KNOWLEDGE EXAMINATIONS

- 4.1 *An applicant for the Restricted ROC and General ROC licence endorsement shall pass a theoretical knowledge examination as prescribed in Document SA-CATS 61.*

5. PRACTICAL COMMUNICATION TEST

- 5.1 *The practical communication test must be conducted under the auspices of an ATO approved in terms of Part 141 of the CARs for such purpose by the SACAA.*
- 5.2 *The practical communication test assessment plan for the Restricted ROC and General ROC licence endorsements must be approved by the SACAA as contained in the Training and Procedure Manual (TPM).*
- 5.3 *The practical communication test assessment plan referred to in paragraph 5.2 must be revised and re-submitted to the SACAA for approval in a 36-month cycle.*
- 5.4 *An RTE must be approved by the ATO as contained in its TPM.*
- 5.5 *An applicant for the Restricted ROC and General ROC licence endorsement shall have passed a practical communication test with a RTE appointed by the Authority for such purpose as prescribed in Document SA-CATS 61.*
- 5.6 *The practical communication test must be carried out in a Flight Simulator Training Device (FSTD) or, if a FSTD is not available, the ATO must satisfy the SACAA that the equipment used for the test satisfactorily meets all the assessment requirements listed in Document SA-CATS 61.*
- 5.7 *The practical communication test must be recorded as an audio file, which must be kept on record by the ATO for a period of not less than 36 months for audit purposes.*
- 5.8 *The examiner who conducted the skills test for a pilot licence or an instrument rating must confirm that the applicant is competent in the unit standards relevant to the ROC as prescribed in the applicable Appendix of Document SA-CATS 61 by signing the application form for a ROC licence endorsement.*
- 5.9 *The person who conducted the ROC training for a student, **shall not** conduct the practical communication test for the student.*

6. APPLICATION FOR A ROC LICENCE ENDORSEMENT

- 6.1 *An application for a ROC licence endorsement must be made to the SACAA as an addendum to the application for a PPL, CPL or IR with the following documentation –*
 - a. *application form for an ROC licence endorsement signed by the RTE who conducted the practical communication test and by the examiner who conducted the licence or IR skills test;*
 - b. *a certified copy of the ROC training course completion certificate; and*
 - c. *a certified copy of the ROC theoretical knowledge examination result report.*

- 6.2 The SACAA however reserves the right to request documentation in addition to those listed above, if the need arises in the course of processing the application.

7. APPOINTMENT OF RADIO TELEPHONY EXAMINERS (RTE)

- 7.1 The SACAA may appoint a person as RTE for the purpose of conducting the practical communication test for the Restricted ROC and/or General ROC licence endorsements.
- 7.2 An RTE certificate will be issued to the applicant upon appointment.
- 7.3 An RTE appointed to conduct the practical communication test for a General ROC licence endorsement may also conduct the practical communication test for a Restricted ROC licence endorsement.

8. REQUIREMENTS FOR A RTE APPOINTMENT

- 8.1 An applicant for an RTE appointment must –
- a. in the case of a Restricted ROC licence endorsement –
 - i. be the holder of a valid Grade 2 or Grade 1 flight instructor rating issued in terms of Part 61;
 - ii. have accumulated a minimum of 500 hours of flight instruction time;
 - iii. be nominated for such purpose by an approved ATO;
 - iv. have presented 3 or more courses to candidates for the Restricted ROC licence endorsement; and
 - v. have conducted at least 3 PPL skills tests.
 - b. in the case of a General ROC licence endorsement –
 - i. be designated by the SACAA as DFE I or DFE II;
 - ii. be nominated for such purpose by an approved ATO; and
 - iii. have presented 3 or more courses to candidates for the General ROC licence endorsement.

9. APPLICATION FOR AN RTE APPOINTMENT

- 9.1 An application for an RTE appointment shall be made to the SACAA with the following documentation –
- a. application form CA61-01.0b;
 - b. proof of payment for the fee prescribed in Part 187 of the SACAR;
 - c. in the case of an RTE for the Restricted ROC licence endorsement –
 - i. a letter of appointment signed by the ATO where the practical communication test is conducted;
 - ii. documentary proof of compliance with paragraphs (8.1) (a) (i), (iv) and (v) of this AIC; and
 - iii. an aviation activity summary (including the hours flown); or

- d. *In the case of an RTE for the General ROC licence endorsement, documentary proof of compliance with paragraphs (8.1) (b) of this AIC.*

10. PERIOD OF VALIDITY OF THE RTE APPOINTMENT

- 10.1 *An RTE appointment is valid for a period of 36 months from the date of appointment or re-appointment.*
- 10.2 *The Authority may withdraw or terminate an RTE appointment if there is sufficient evidence that the appointee failed to uphold any provision(s) of the applicable code of conduct.*

11. RE-APPOINTMENT OF AN RTE

- 11.1 *To be re-appointed, an RTE must submit the following documentation to the Authority –*
 - a. *application form CA61-01.0b; and*
 - b. *a letter of appointment signed by the ATO through which the practical communication test is conducted; and*
 - c. *proof of payment for the fee prescribed in Part 187 of the SACAR.*

12. OVERSIGHT CONDUCTED BY THE AUTHORITY

- 12.1 *The Authority has the obligation to conduct oversights on ROC training and practical testing.*
- 12.2 *Oversights are usually conducted by Authorised Officers and may consist of, but are not limited to:*
 - a. *observation of training and testing sessions;*
 - b. *listening to audio recordings;*
 - c. *interviewing flight instructors and RTEs;*
 - d. *auditing training files and logbooks; and*
 - e. *listening to ATC TWR communication (live or recording).*



DIRECTOR OF CIVIL AVIATION