

Regulatory Competencies

Process Competency: Personnel Licensing

Description: The ability to determine the correct course of action when receiving an application for an air traffic controller, engineer or pilot licence.

*Note: Elements are shown in italics.
Knowledge (K), Skills (S), Behaviour (B)*

Operational	Supervisory
<p><i>Regulatory Understanding</i></p> <p>Can demonstrate understanding and application of all relevant technical procedures and related documentation. (K)</p> <p>Understands the procedures and processes used for the issue of personnel licences by the relevant regulatory authorities and the impact these have on the validation and conversion process. (K)</p> <p>Can explain the differences between licence issue; licence conversion and licence validation and is able to demonstrate the ability to recommend the appropriate process for individual cases. (K) (S)</p> <p>Is able to develop technical procedures for licensing. (S)</p> <p><i>Issue of Licences and Pilot Licence Validations</i></p> <p>Can assess and evaluate evidence of foreign licences provided by an applicant in order to be able to issue validations and personnel licences under OTARs 61, 63, 65 and 66 or reject an application. (S)</p> <p>Demonstrates the correct application of the requirements of OTAR 67 in assessing medical certification for acceptability. (B)</p>	<p><i>Understanding</i></p> <p>Can demonstrate understanding of legislation and processes relating to licensing. (K)</p> <p><i>Guidance</i></p> <p>Demonstrates the ability to provide practical advice to staff concerning the suitability or acceptability of documentation; the acceptability and relative importance of procedural issues and can identify the necessary course of action where doubt occurs. (S)</p> <p><i>Approval</i></p> <p>Demonstrates the ability to make a judgement on the appropriateness of the licensing recommendation and take suitable actions. (S)</p>

<i>Persons to whom this is likely to apply:</i> Operational staff members.	<i>Persons to whom this is likely to apply:</i> General technical manager Those supervising staff.
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