Civil Aeronautics Manual 26

Control-Tower Operator Certificates

FEDERAL AVIATION AGENCY

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Introductory Note

This manual contains in a consolidated form (1) Civil Air Regulations Part 26, Control-Tower Operator Certificates, dated July 1, 1957, and the editorial changes required by Special Regulation SR–430, effective December 31, 1958; and (2) the rules, policies, and interpretations issued by the Administrator of the Federal Aviation Agency in application to the various sections of the regulations.

FAA *rules* are supplementary regulations issued pursuant to authority expressly conferred on the Administrator in the Civil Air Regulations. Such rules are mandatory and must be complied with.

FAA *policies* provide detailed technical information on recommended methods of complying with the Civil Air Regulations. Such policies are for the guidance of the public and are not mandatory in nature.

FAA *interpretations* define or explain words and phrases of the Civil Air Regulations. Such interpretations are for the guidance of the public and will be followed by the Agency in determining compliance with the regulations.

This manual is arranged to give the number, title, and text of each section of the regulations followed by any rules, policies, or interpretations applicable to that section. These rules, policies, or interpretations of the Administrator are identified by consecutive dash numbers appended to the regulation section number.

This manual supersedes Civil Aeronautics Manual 26, dated October 15, 1956, and all supplements thereto. As amendments and other pertinent materials pertaining to Part 26 are issued, they will be included in this manual.

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Control-Tower Operator Certificates

Qualifications for Certificate

26.1 *Control-tower operator certificate requirements.* To be eligible for an air-traffic control-tower operator certificate an applicant shall comply with the following requirements:

(a) *Age.* 21 years is the minimum age for the issuance of a control-tower operator certificate; except that in the case of a person serving as a member of the military services of the United States, 18 years is the minimum age for the issuance of such a certificate: *Provided,* That certificates issued to members of the military services who are less than 21 years of age shall, until the holder thereof reaches the age of 21, be valid only when the holder is serving as a member of the military services in a control tower operated by such services.

(b) *Character.* An applicant shall be a person of good moral character.

(c) *Education.* An applicant shall be able to read, write, and understand the English language and to speak the English language without any accent or impediment of speech which would interfere with two-way radio conversation.

(d) *Citizenship.* An applicant for a control-tower operator certificate may be a citizen of any country or a person without nationality.

26.2 *Physical condition.* Applicant shall meet the physical standards of the Second Class prescribed in Part 29 of this subchapter.

26.3 *Knowledge.* An applicant must pass an examination on the following subjects:

***Note:* Lists of source material covering the subject matter of these examinations can be obtained from the Aeronautical Reference Branch, Federal Aviation Agency, Washington 25, D.C.**

(a) Air traffic rules set forth in Part 60 of this subchapter;

(b) Airport traffic control procedures, and this part;

(c) Airway traffic control procedures;

(d) Radio frequencies and procedures used for airport traffic control;

(e) Use of radio aids to air navigation;

(f) The making of weather observations;

(g) Pertinent rules and regulations of the Federal Communications Commission. An applicant who presents satisfactory evidence that he possesses a restricted radiotelephone operator permit or higher grade of radiotelephone operator license issued by the Federal Communications Commission will not be required to take the examination prescribed in this paragraph.

26.3–1 *The content and scope of the written examination required for a control-tower operator certificate in proof of aeronautical knowledge (FAA policies which apply to sec. 26.3).* The written examination is designed for the purpose of determining whether an applicant possesses the basic theoretical knowledge required for the safe performance of his duties as a control-tower operator. Since a control-tower operator's aeronautical knowledge requirements are extensive in scope, complete coverage in the examination is not feasible. The written theoretical examination is offered, therefore, as a sampling device wherein a limited number of questions are proposed for the purpose of determining knowledge.

(Published in 18 F. R. 7536, Nov. 26, 1953, effective Nov. 30, 1953.)

26.3–2 *Demonstration of knowledge on equivalent examination (FAA interpretations which apply to sec. 26.3).* An applicant for an air-traffic control-tower certificate who has passed the written examination for an Airways Operations Specialist Certificate will be deemed to have passed the examination prescribed in section 26.3, since the examinations are equivalent in content and scope.

(Published in 18 F. R. 7536, Nov. 26, 1953, effective Nov. 30, 1953.)

Qualifications for Ratings

26.6 *Character of ratings.* The holder of an air-traffic control-tower operator certificate (hereinafter referred to as "certificate") may receive a junior or senior rating, depending upon his qualifications to perform the duties of an air-traffic control-tower operator (hereafter referred to as "operator") at a particular airport.

26.7 *Qualifications for junior rating.* An applicant must pass an examination on the following subjects:

(a) Local airport rules and characteristics of local air traffic of the airport for which the rating is sought;

(b) Local aircraft operations and such other aircraft operations as may affect conditions at the airport for which the rating is sought;

(c) Teletype symbols and weather sequences of the airways converging on the airport and other pertinent data regarding meteorological reports available within a circular area of a radius of 125 miles measured from the airport for which the rating is sought; and

(d) Any other subject or subjects in which the Administrator may deem an examination necessary. The applicant will be given adequate notice of the subject of the examination.

26.7–1 *Qualifications for control-tower operator certificate—junior rating (FAA rules which apply to sec. 26.7).*

(a) *Authority.* Section 26.7 specified certain subjects to be covered in the examination for a junior rating and in paragraph (d) permits additional subjects in which the Administrator may deem an examination necessary.

(b) *Area of examination.* Because of the additional privileges accorded the control-tower operator with junior rating in section 26.26, the current written junior rating examination is inadequate to cover the added duties. In the interest of safety, and so that full appraisal of the scope of the examination will become matters of public notice, the present written rating examination is changed to a practical examination. The following subjects in outline form will be the area of examination:

(1) *Junior rating.*

(i) *The control-tower.*

Hazards to operation.
Equipment.
Use of equipment.

(ii) *The airport.*

Hazards to operation.
Rules.
Facilities.
Use of facilities.

(iii) *The control zone.*

Hazards to operation.
Prominent objects.
Reporting points.
Traffic pattern.

(iv) *Notices to airmen.*

(v) *Weather facilities and procedures.*

Weather stations.
Sequence reports.
Forecasts.
Visibility check points.

(vi) *A demonstration of knowledge in the control of air traffic under VFR conditions.*

(Published in 14 F. R. 6283, Oct. 15, 1949, effective upon publication.)

26.8 *Qualifications for senior rating.*

(a) *Knowledge.* An applicant must pass an examination in the subjects required for a junior rating and, in addition, the following subjects:

(1) Air navigation facilities within a radius of 200 miles of the airport for which the rating is sought;

(2) Airway traffic control procedures in the area in which the airport for which the rating is sought is located;

(3) Instrument approach and departure procedures at the airport for which the rating is sought; and

(4) Any other subject or subjects in which the Administrator may deem an examination necessary. The applicant will be given adequate notice of the subject of the examination.

(b) *Experience.* An applicant must have performed satisfactory service:

(1) As an operator with a senior rating for at least 6 months; or

(2) As an operator with a junior rating at the airport for which the rating is sought for the 6 months immediately preceding application; or

(3) As an air-traffic control trainee in Federal service for at least 6 months; or

(4) For 1 year of the 2 years immediately preceding application as:

(i) An operator with a junior rating at an airport other than that at which the rating is sought; or

(ii) An operator at a landing area under military or naval jurisdiction.

(c) *Other requirements.* The applicant must demonstrate his ability to supervise and manage all activities of the airport control tower or airport control station, which shall at least include the preparation of such reports as may be required from time to time by the airport manager or the Administrator.

26.8–1 *Qualifications for control-tower operator certificate—senior rating (FAA rules which apply to sec. 26.8 (a) (4)).*

(a) *Authority.* Section 26.8 (a) specifies certain subjects to be covered in the examination for a senior rating and in paragraph (a) (4) permits additional subjects in which the Administrator may deem an examination necessary.

(b) *Area of examination.* Because of additional facilities provided for the control of air traffic, it is deemed necessary that the rating examination be enlarged to cover the operation of such facilities. In the interest of safety and so that full appraisal of the area of the examination will become matters of public notice, the present written rating examination is changed to a practical examination. The following subjects in outline form will be the area of examination:

(1) *Senior rating.*

(i) *The air traffic control facilities serving the airport.*

The tower.
The center.
The airways.

(ii) *Air navigation facilities.*

Beacons.
Ranges.
Fan markers.
Compass locators.
ILS.[1]
GCA.[1]
Any other.

(iii) *Use of Airman's Guide.*

(iv) *Use of the Flight Information Manual.*

(v) *Holding procedures.*

(vi) *Standard approach procedures—aircraft, tower.*

Approach control.[1]

(vii) *Missed approaches.*

(viii) *Alternate airports.*

(ix) *Search and rescue procedures.*

(x) *A demonstration of ability to control air traffic under IFR conditions.*

(Published in 14 F. R. 6283, Oct. 15, 1949, effective upon publication.)

Examinations

26.12 *General.* The prescribed examinations will be conducted by representatives of the Administrator at a designated time and place.

26.13 *Physical examinations.*

(a) The prescribed physical requirements must be met before any practical or theoretical examination will be given and must be completed within the 12 months immediately preceding application for a certificate.

(b) In lieu of a physical examination conducted by an authorized medical examiner of the Administrator, a form acceptable to the Administrator, signed by a medical officer on duty with the Army, Navy, Marine Corps, or Coast Guard who is authorized to conduct physical examinations for flying stating that the applicant is an active member of his service and has met within the preceding 12 months the physical requirements prescribed by section 26.2.

26.14 *Reexamination after failure.* An applicant who has failed any prescribed written or practical examination or test may not apply for reexamination within a 30-day period unless he presents a statement signed by a certificated air-traffic control-tower operator, a certificated ground instructor, or an equally qualified individual acceptable to the Administrator, which attests that the applicant has received an additional 5 hours of instruction in each of the subjects failed and that the applicant is considered competent for reexamination.

Issuance and Expiration of Certificates

26.18 *Duration.*

(a) An air-traffic control-tower operator cer-

[1] Applicable only where the procedures have been established or facility is installed.

tificate issued to a United States citizen shall remain in effect until surrendered, suspended, revoked, or otherwise terminated by order of the Administrator. A certificate issued to an applicant other than a United States citizen shall remain in effect for a period no longer than 12 months after the date of issuance, but it may be reissued without further demonstration of technical competence.

(b) After revocation, and upon request after suspension, the certificate shall be returned to the Administrator.

(c) Nothing in this section shall be construed to deny or defeat the jurisdiction of the Federal courts, the Administrator, or the Board to impose any authorized sanction, including revocation of the certificate, for a violation of the Act or of the Civil Air Regulations occurring during the effective period of the certificate.

26.19 *Temporary certificates.* The Administrator or his authorized representative may issue a temporary air-traffic control-tower operator certificate for a period of not to exceed 90 days, subject to the terms and conditions specified therein by the Administrator.

26.20 *Change of address.* Within 30 days after any change in the permanent mailing address of a holder of an air-traffic control-tower operator certificate, the holder shall notify the Administrator in writing of such change. Such notice shall be mailed to the Federal Aviation Agency, attention Aircraft and Airmen Records Branch, 621 North Robinson Avenue, Oklahoma City 2, Oklahoma.

Regulations

26.25 *Rating record.* A certificated operator shall not serve as such unless there is attached to his certificate the appropriate rating record prescribed and issued by the Administrator, nor serve otherwise than in accordance with the limitations prescribed by the Administrator in his certificate or rating record.

Note: The rating record is a sheet which will be attached to all certificates when they are issued and will prescribe the airports at which the holder is authorized to serve and the class of rating held.

26.26 *Exercise of authority.* A certificated air-traffic control-tower operator shall control traffic in accordance with the procedures and practices prescribed by the Administrator to provide for the safe, orderly, and expeditious flow of air traffic and in accordance with the following requirements:

(a) When weather conditions are equal to or better than the basic minimums prescribed for VFR flight by Part 60 of this subchapter, air traffic may be controlled by an operator with either a junior or senior rating for the airport involved: *Provided,* That where the Administrator finds the volume or character of the air traffic, the type and equipment of aircraft utilizing the airport, or the airport facilities require that an operator with a junior rating be supervised, he may require all air traffic at such airport to be controlled under the supervision of an operator with a senior rating.

(b) When weather conditions are below the basic minimums prescribed for VFR flight by Part 60 of this subchapter, air traffic shall be controlled by an operator with senior rating, and such operator shall not issue an air traffic clearance for flight without prior authorization from the appropriate air traffic control center.

(c) In an emergency an operator with a senior rating may delegate his authority to an operator with a junior rating.

[Amdt. 26–1 published in 25 F.R. 3849, May 4, 1960, effective June 3, 1960, deleted cross-reference to Part 617, Air Traffic Rules.]

26.27 *Relaying information.* An operator shall not relay information or instructions received from airway traffic control personnel, airway communications or United States Weather Bureau airport stations, otherwise than in the manner approved by the Administrator.

26.28 *Maximum hours.* Except in case of an emergency, a certificated operator shall be relieved of all duty for not less than 24 consecutive hours at least once during each 7 consecutive days, and shall not serve, nor be required to serve as such:

(a) In excess of 10 consecutive hours;

(b) In excess of 10 hours during a period of 24 consecutive hours unless the operator is given a rest period of not less than 8 hours at or before the termination of such 10 hours of duty.

26.29 *Display of certificate.* An operator shall keep his certificate readily available when he is on duty and shall present it for inspection upon request of any officer or employee of the Administrator or Board and of any State or

municipal official charged with a duty of enforcing local laws or regulations involving Federal compliance.

26.30 *Medical certificate.* A medical certificate issued by an authorized medical examiner of the Administrator or other evidence satisfactory to the Administrator that the air-traffic control-tower operator has met the physical requirements prescribed in this part shall be carried by such airman while on duty.

26.31 *Equipment standards.* A certificated air-traffic control-tower operator shall not control air traffic with facilities which the Administrator has determined to be inadequate.

26.32 *Inspection.* An applicant or a holder of a certificate or rating, upon reasonable request by any representative of the Administrator, shall cooperate fully in any examination which may be made of him.

26.34 *Periodic physical examination.* The holder of an air-traffic control-tower operator certificate shall not exercise the privileges thereunder unless within the preceding 12 calendar months he has met the physical standards of the Second Class prescribed in Part 29 of this subchapter by passing an examination conducted by an authorized medical examiner of the Administrator.

26.35 *Operation during physical deficiency.* A certificated air-traffic control-tower operator shall not serve as such during the period of any known physical deficiency which would render him unable to meet the physical requirements prescribed for the original issuance of his certificate: *Provided,* That if the deficiency is of a temporary nature, he may perform any duties not affected thereby when there is present and on duty another certificated and properly qualified air-traffic control-tower operator.

26.36 *Recent experience requirements.* The holder of an air-traffic control-tower operator certificate shall not exercise the privileges thereunder unless:

(a) If rated as a junior air-traffic control-tower operator he has served for at least three months as an operator at the airport to which the rating applies during the twelve calendar months immediately preceding, or

(b) If rated as a senior air-traffic control-tower operator he has served for at least three months as an operator at the airport to which the rating applies during the six calendar months immediately preceding, or

(c) He has demonstrated to the satisfaction of the Administrator that he is able to meet the standards currently prescribed by the regulations of this subchapter for the issuance of the certificate and rating.

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Civil Aeronautics Manual 26
CONTROL-TOWER OPERATOR CERTIFICATES

Supplement No. 1, CAM 26 dated August 1959 — **May 15, 1960**

SUBJECT: Deletion of Cross Reference to Part 617.

Section 26.26–1, Exercise of Authority (16 F.R. 3459) and the cross reference to Part 617 of the Regulations of the Administrator in CAR 26 were rendered obsolete by the rescission of Part 617, effective June 3, 1960 (25 F.R. 3852). Part 617 provided a detailed description of procedures to be used by certificated air traffic control tower operators in the performance of their duties. These procedures are also contained in Part 3 of the Army-Navy-Air Force-Federal Aviation Agency Procedures for the Control of Air Traffic (ANC/PCAT) Manual. To provide a single official source of these procedures, it was deemed advisable to rescind Part 617.

The rescission of Part 617 makes any reference thereto in Part 26 no longer applicable.

In consideration of the foregoing, section 26.26–1 and the cross reference following section 26.26(c) were rescinded by Amendment 26–1 effective June 3, 1960, as published in the Federal Register on May 4, 1960 (25 F.R. 3849).

Remove the following pages:
3 and 4

Insert the following new pages:
3 and 4

D. D. Thomas

D. D. THOMAS, *Director,*
Bureau of Air Traffic Management.

Attachment.

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