

Flight Radiotelephony Operators Licence (FRTOL) Practical Test Training Syllabus – Record of Completion



This record of training is required for candidates who wish to obtain a Flight Radiotelephony Operator's Licence (FRTOL). Completion of the items listed in the following syllabus will prepare candidates for the FRTOL Practical Exam. **Completion of this form is mandatory and is to be declared to the FRTOL Examiner prior to the FRTOL practical test.**

See Guidance Notes for further information.

FALSE REPRESENTATION STATEMENT

It is an offence under the UK Air Navigation Order to make, with intent to deceive, any false representation for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. This offence is punishable on summary conviction by a fine, and on conviction on indictment with an unlimited fine or imprisonment or both

1. CANDIDATE DETAILS

CAA Personal reference number (if known):

Forename(s): Surname:

Date of birth (dd/mm/yyyy): Email:

ATO / DTO / TRAINING PROVIDER (if applicable):

2. FRTOL TRAINING AND PRACTICAL TEST SYLLABUS

Section 1: Aircraft Radio Equipment			Section 2: General Phraseology, References and Procedures		
1.1	Switching On		2.1	CAA FRTOL Licensing Requirements CAP413	
1.2	Selecting Frequencies		2.2	General Phraseology	
1.3	Volume and Squelch Adjustment		2.3	Mandatory and required readbacks	
1.4	Intercom / Station Selection Box		2.4	Standard phrases (Use of Wilco, Roger etc.)	
1.5	Selection / changing of frequencies		2.5	Aircraft callsigns Placement Abbreviations Student	
1.6	Transmitting Technique		2.6	Station callsigns (AGCS / AFIS / ATC)	
1.7	Radio Failure Diagnosis (Receiver & Transmitter)		2.7	Phonetic Alphabet Saying of numbers	
1.8	OFCOM Aircraft Radio Licence and Schedule		2.8	Response to Traffic Information	
Section 3: Departure Procedures			Section 4: Arrival and Circuit Procedures		
3.1	Test Transmissions Readability Scale		4.1	Initial call and request Passing of details	
3.2	ATIS Startup Airfield information Taxi		4.2	Joining Procedures - Aerodrome Information / ATIS	
3.3	Holding (ground) Runway incursion risk		4.3	Overhead / Circuit / Direct Join transmissions	
3.4	Departure Clearance (Controlled Aerodrome)		4.4	Orbit Extend Hold (Controlled Aerodrome)	
3.5	Clearances regarding runways (inc. conditional)		4.5	Clearances regarding runways (inc. Land after)	
3.6	'Ready for departure' transmission		4.6	Go Around / Runway Occupied	
3.7	Procedure differences – AGCS AFIS ATC		4.7	Procedure differences – AGCS AFIS ATC	
3.8	SAFETYCOM Unattended aerodrome procedures		4.8	SAFETYCOM Unattended aerodrome procedures	
3.9	Frequency Changes - Ground/Tower/Approach		4.9	Frequency Changes – Approach/Tower/Ground	
Section 5: Enroute Procedures			Section 6: Emergency, Abnormal and Lost Procedures		
5.1	Frequency Changing (request/changing to)		6.1	Distress (MAYDAY) - Definitions and transmission	
5.2	Initial Call and Request		6.2	Urgency (PANPAN) - Definitions and transmission	
5.3	Enroute call (reply to 'pass your message')		6.3	Mayday Relay – Responsibilities and transmission	
5.4	UK Flight Information Services		6.4	Uncertainty of Position – Position Fix	
5.5	MATZ / ATZ Penetration		6.5	Uncertainty of Position – VDF	
5.6	Control Zone (CTR) / Control Area (CTA) Transit		6.6	Frequencies to use for Emergency Calls (Inc. 121.5)	
5.7	SSR Operating Instructions Freq Monitoring Codes		6.7	Priority of transmissions	
5.8	Radio / Transponder Mandatory Zones		6.8	Cancellation of Emergency	
5.9	SVFR Clearances		6.9	Training Fix Practice Urgency	
5.10	Danger Areas – DAAIS DACS		6.10	Radio Failure (procedures and actions)	
5.11	Procedural Position Reports		6.11	SSR Emergency Codes – 7700 7600 7500	

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4. DECLARATION (ATO / DTO / Training Provider)

I certify that:

Has completed the FRTOL training syllabus listed in Section 2 and is ready to attempt the FRTOL Practical Test.

Name: Position:

Signature: Date:

5. SELF DECLARATION (STAND ALONE FRTOL CANDIDATES ONLY)

I confirm that I am an applicant for a stand-alone FRTOL, that I am not undergoing a recognised course of pilot training and have completed the FRTOL training syllabus listed in Section 2.

Name:

Signature: Date:

GENERAL GUIDANCE

- 1. Use of this form is mandatory for all FRTOL Practical Test candidates.**
- Completion of this form indicates to the FRTOL Examiner that the candidate is ready for the Practical Test having completed the syllabus in Section 2.
- CAP413 is the primary reference training document.
- Prior to booking the FRTOL Practical Test, the candidate must complete and present this form to the FRTOL Examiner. This form confirms that the minimum required Radiotelephony training has been completed prior to the Practical Test, it also confirms to the FRTOL Examiner that the candidate is aware of the subject matter and knowledge required to pass the Practical Test. This form must be signed by the person at the ATO, DTO or Training Provider responsible for the training. Candidates who are not undergoing a recognised course of pilot training may self-certify. However, it is the responsibility of the FRTOL Examiner to first verify through questioning that the candidate has reached a satisfactory level of knowledge prior to attempting the Practical Test.
- Self-Declaration candidates are recommended to undergo FRTOL training at a CAA ATO or DTO prior to undertaking the test. It is the responsibility of the FRTOL Examiner to first verify through questioning that the candidate has reached a satisfactory level of knowledge prior to attempting the Practical Test.
- Candidates who have failed previous Practical Test attempts are not required to complete a new SRG1171, nor demonstrate completion of further training prior to a new test attempt, unless further training has been mandated by the FRTOL Examiner.
- ATOs, DTOs and Training providers must include a copy of this form in the candidates flight training record.