



भारतीय विमानपत्तन प्राधिकरण AIRPORTS AUTHORITY OF INDIA

AAI/ATM/HRD/29-38/2017/3743-55

Dated: - 02nd May 2018

General Manager (ATM)

CSI Airport, Mumbai/DBAI Airport, Nagpur/ IGI Airport, Delhi/ Chennai Airport/ NSCB
Airport, Kolkata/ KIA Bangalore/ RGI Airport, Hyderabad/SVPI Airport Ahmedabad

Airport Director,

Cochin, Mangalore, Trivandrum, Varanasi.

Subject: - Mitigation measures and follow up - ATM Staff shortage

Refer CHQ Letter No. AAI/ATM/HRD/29-242/2016 dated 6th April, 2016 and 20th June, 2016 on the above mentioned subject (copy enclosed).

The Competent Authority has reviewed the requirement for performance of Normal Extra Duties by ATCOs and the decisions are as under:

1. In addition to the normal working hours in the shift duties, the working hours of ATCOs shall also include 15 minutes for handing over/taking over watch, as per the provisions of MATS-1, and 5 (five) minutes for obtaining MET Briefing. Through this measure, the working hours of an ATCO performing shift duties is 25 hours per 5 day-cycle, instead of the existing 24 hours.
2. Each ATCO shall be required to perform at least 6 hours of additional duty, in a 30-day period by attending the monthly sensitization program/ meeting pre-OJTI requirements/competence based training/ training on unusual occurrences and other non ATC duties as assigned by ATS in-charges, outside his normal shift hours. It shall be the responsibility of the individual ATCO to maintain the duty log/evidence for these hours.
3. The duty roster shall be prepared to reflect the working hours accordingly.

In view of above, the existing practice of performing two extra normal duties on clear off days is being dispensed with immediate effect.

This issues with the approval of the Competent Authority.

Yours Faithfully

(VIN GUPTA)

General Manager (ATM-HRD)

cc: OSD to Member (ANS)