Training Department

All Training related material is found here

- SYLLABUS FOR TRAININGS
  - S2 Syllabus
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- S1 + S2 Training
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  - S3 - Billund

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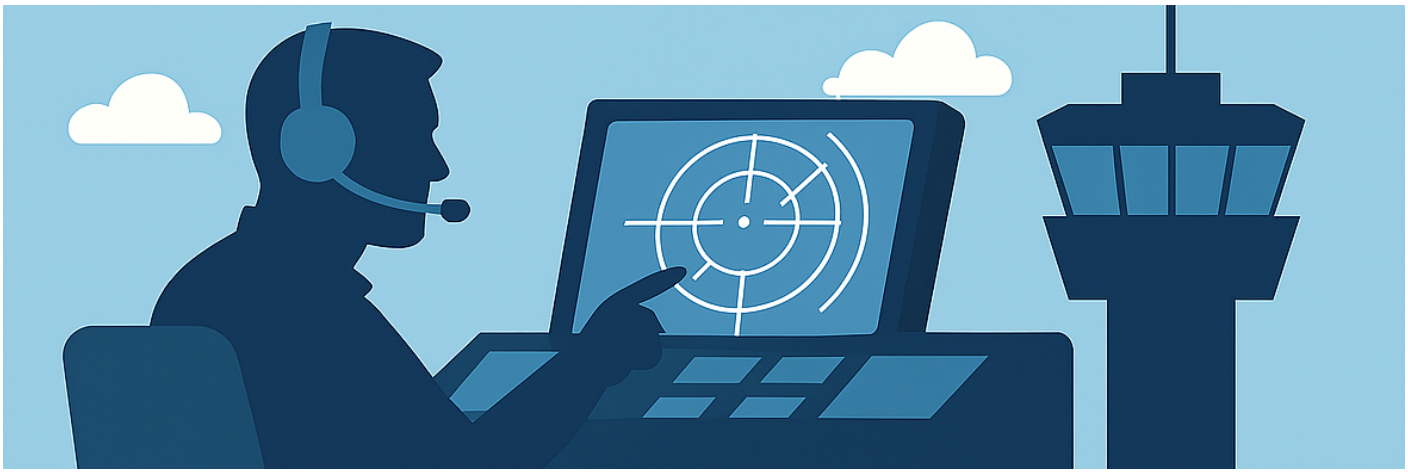
- Buddy Training Guidelines

SYLLABUS FOR TRAININGS

Information of all requirements for training on different ratings

SYLLABUS FOR TRAININGS

S2 Syllabus



S2 TRAINING SYLLABUS - EKDK

The student must gain proficiency and knowledge in the following chapters.

EUROSCOPE

- Master all TAG manipulation.
- Guided through and gain proficiency in all relevant TOPSKY items.
- Possible relevant tactical options in Euroscope for GND.

MANAGEMENT

- Management and priority of traffic, including effective handling of non-standard situations.
- Demonstrate sound judgment in managing Arrivals and Departures.
- Revert to basics in order to cope with increased traffic.

PROCEDURES

- Provide appropriate instructions in accordance with PART-ATS.
- Analyze and understand all parts of charts for relevant airspace/airports.
- Issue correct Push and Taxi instructions, according to standards.
- Consistent structure in giving Push and Taxi instructions.

PHRASEOLOGY

- Distinguish and understand S2 phraseology.
- Flawless phraseology for standard operations such as Clearances, instructions and informations.
- Ability to find answers to several rare types of phraseology by navigating ATS Instruction 14.

SEPERATION

- Demonstrate understanding conditional clearances.
- Demonstrate separation mitigation in a timely manner.
- Display adequate knowledge of wake turbulence, SID and performance separation and requirements.

VFR

- Demonstrate knowledge of VFR principles and clearances in relevant airspace class.
- Demonstrate correct usage of VFR phraseology with only a few mistakes.
- Demonstrate appropriate traffic information in a timely manner.
- Resolve conflicts between VFR and IFR.

LOCAL REGULATIONS

- Student must demonstrate a deep knowledge of LAI – Billund, as well as all other relevant areas of airports student is likely to control (EKKA, EKAH, EKYT).
- LAI EKCH – Know all the aspects and keep being updated on changes.

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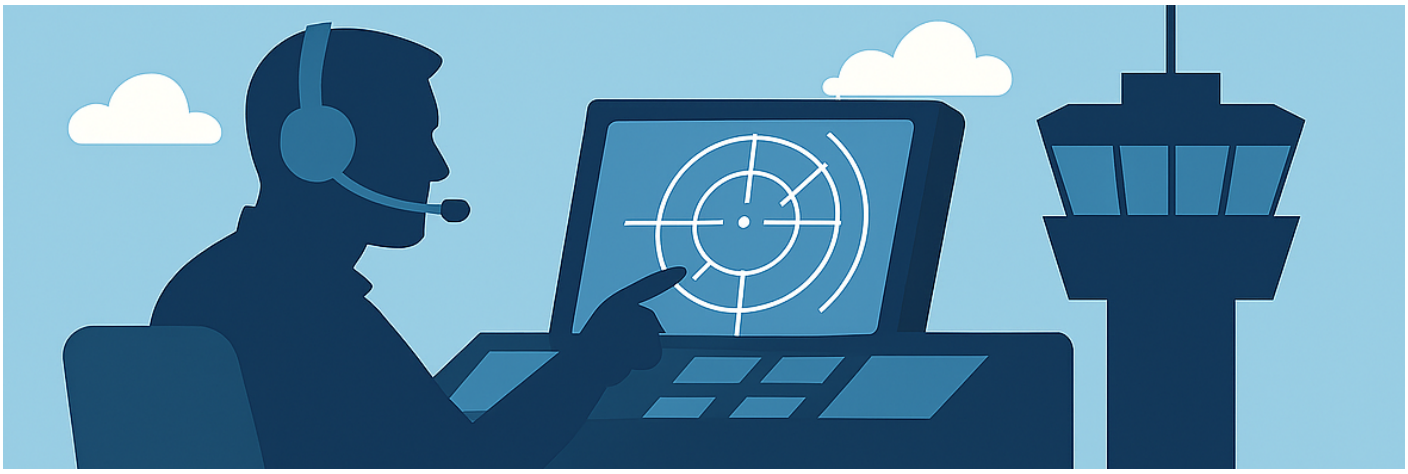
SYLLABUS FOR TRAININGS

S3 Syllabus



S3 TRAINING SYLLABUS - EKDK

The student must gain proficiency and knowledge in the following chapters.

EUROSCOPE

- Master all TAG manipulation.
- Know all the possible relevant tactical options in Euroscope. Guided through and gain proficiency
- in all relevant TOPSKY items.
- Display effective usage of Euroscope’s capabilities for Top Down.
- Proficient in the theory behind using the RADIS scope.

MANAGEMENT

- Display appropriate management and priority of traffic, including effective handling

of non-standard situations.
- Demonstrate sound judgment in managing RNAV STARs vs. vectors.
- Revert to basics in order to cope with increased traffic.
- Consistent structure in final approach management.
- Consistent structure in sequencing departures and arrivals.
- Provide TOP / DOWN services to high standards.

PROCEDURES

- Provide appropriate instructions in accordance with PART-ATS.
- Repeatedly display good management in predicting flow and sequencing.
- Proficient in the differences between procedural, AFIS and Vector instructions.
- Analyze and understand all parts of charts for relevant airspace/airports.
- Know LOA procedures for neighboring ACC and comply with them.

PHRASEOLOGY

- Distinguish and understand S3 phraseology.
- Flawless phraseology for standard operations such as descents, speeds, and path corrections.
- Ability to find answers to several rare types of phraseology by navigating ATS Instruction 14.
- AFIS phraseology and demonstrate knowledge of how to handle AFIS and procedural traffic.

SEPERATION

- Demonstrate understanding of separation requirements.
- Demonstrate separation mitigation in a timely manner.
- Demonstrate use of separation methods. (Vectors, speeds and altitude) and Tactical directs.
- Display adequate knowledge of wake turbulence, SID and performance separation and requirements.

VFR

- Demonstrate knowledge of VFR principles and clearances in relevant airspace class.
- Demonstrate correct usage of VFR phraseology with only a few mistakes.
- Demonstrate appropriate traffic information in a timely manner.
- Resolve conflicts between VFR and IFR

LOCAL REGULATIONS

- Demonstrate a deep knowledge of LAI Billund, as well as all other relevant areas of airports the student is eligible and likely to control (EKKA, EKAH, EKYT).
- T1 endorsement for EKCH requires deep knowledge of LAI for EKCH / EKRK
- Student must understand airspace classification and know the practical differences.

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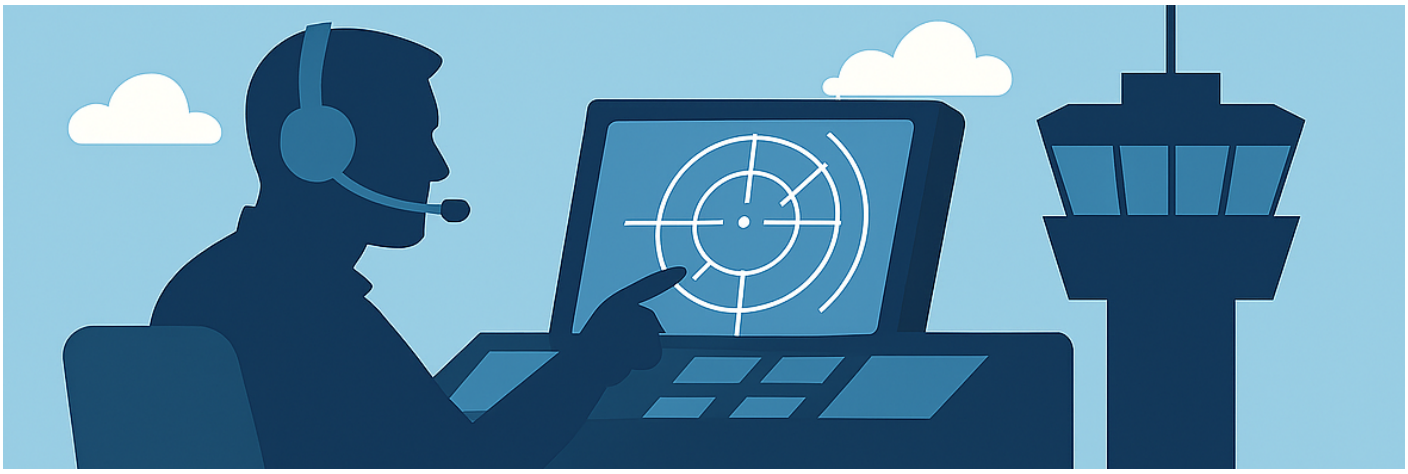
SYLLABUS FOR TRAININGS

C1 Syllabus



C1 TRAINING SYLLABUS - EKDK

The student must gain proficiency and knowledge in the following chapters.

EUROSCOPE

- Master all TAG manipulation.
- Know all the possible relevant tactical options in Euroscope.
- Guided through and gain proficiency in all relevant TOPSKY items.
- Proficient in the theory behind using the RADIS scope.
- Guided in using 2 instances of Euroscope. (GND + AIR view)

MANAGEMENT

- Display management and priority of traffic, including effective handling of non-standard situations.
- Demonstrate sound judgment in managing RNAV STARs vs. vectors.

- Revert to basics to cope with increased traffic and know when to call for an extra controller.
- Consistent structure in approach management for all EKDK airports.
- Consistent structure in sequencing departures and arrivals.
- Provide TOP / DOWN services to high standards.
- Establish and manage holdings.

PROCEDURES

- Provide appropriate instructions in accordance with PART-ATS.
- Repeatedly display good management in predicting flow and sequencing.
- Proficient in the differences between procedural, AFIS and Vector instructions.
- Able to analyze and understand all parts of charts for relevant airspace/airports.
- Able to get information about all procedures, for all airports in EKDK This through LAI, and charts.
- Know LOA procedures for neighboring ACC and comply with them.

PHRASEOLOGY

- Able to distinguish and understand C1 phraseology.
- Flawless phraseology for standard operations, descents, speeds, and path corrections STARS' and SID's.
- Ability to find answers to several rare types of phraseology by navigating ATS Instruction 14.
- Correct AFIS phraseology and demonstrate knowledge of how to handle AFIS and procedural traffic.
- Give perfect Clearances, and instructions for different airports in EKDK.

SEPERATION

- Demonstrate understanding of separation requirements.
  Both in EKDK, and when releasing to neighboring ACC
- Demonstrate separation mitigation in a timely manner.
- Demonstrate use of separation methods. (Vectors, speeds and altitude) and tactical directs.
- In theory displays adequate knowledge of wake turbulence, SID and performance separation.

- Display and use Altitude requirements (EAST / WEST routes)

VFR

- Demonstrate knowledge of VFR principles and clearances in relevant airspace class.
- Demonstrate correct usage of VFR phraseology with only a few mistakes.
- Demonstrate appropriate traffic information in a timely manner.
- Able to resolve conflicts between VFR and IFR.

LOCAL REGULATIONS

- Demonstrate a deep knowledge of LAI’s for all airports in EKDK.
- Understand airspace classification and know the practical differences.

> TRAINING DEPARTMENT EKDK – FEBRUARY 2026

S1 + S2 Training

Welcome to your S2 Training

Welcome to your training in Denmark. We are excited to have you here for your journey of becoming a VATSIM controller. It is an interesting, but lengthy and challenging process that requires a lot from you to reach our required standard.

Therefore take your time now to:

- Watch the Video below
- Read the text AFTER viewing the video

Make sure you understand it, and if you are not up for it to close your training again. This is because we have limited resources so we want to direct them on focused and serious candidates. If, however, you are ready and excited to get started then continue with the video

> We try to employ a *“no-wait”* training structure, by employing lots of self study, and student initiative. You training will therefore go through several phases until you are a fully checked out S2 controller. The whole process will take anywhere from 6-15 months depending on your skills, initiative and work ethics

https://www.youtube.com/embed/Dk_3H527EOY

1st Phase – Preparation

Time to complete: 3-4 months depending on active queue

This phase has started as soon as you requested your training. A vital part of being a controller is knowing the side of a pilot. You cannot become a VATSIM controller, if you have no understanding about the basic knowledge of flying.

To begin that, you need to log onto your plane and fly on the network. We fully expect you to be a proficient pilot by the time you move to the next phase. We don’t care if you know how to fly. If you don't have a joystick you can study up offline, and by logging on as observer.

However you must know all the communication and technical skills of a proficient VATSIM pilot. This you can expect to dedicate the first 4 months of your training with.

We will upload pilot documentation and good links in the Training Library to help you on your way.

> As you start your next phase of training you will have to pass a pilot test

Also, you can start reading the law documents concerned with training. Documents are will referece throughout the training here: Law Documents and ATS Instructions

You are also **highly** encouraged to join Discord and have a talk with the other controllers, to get into the social part of controlling. This gives you the best possible chance for a successful training!

2nd stage – S1+S2 Pre-Training

Time to complete: 1-2 months

After approximately 4-6 months we will start enrolling you in our self-study program for ATC. This is a sizable course which will explain you all the basic ATC skills, video training and observing hours on the network. It is divided into lots of chapters each dealing different aspects.

Your devotion and attention is important, and we have strict demands for this program. this means.

- Sign-up to the course within 72 hours of assignment
- Completion within 2 months
- Activity within running 21 days
- All tests passed satisfactory

This course starts with a pilot test to ensure you are up to the standard of a VATSIM pilot! If you fail you may be delayed another 3 months to properly learn your pilot skills, so make sure to spend your time wisely

Your S1+S2 Pre-Training will conclude with an exam to determine your eligibility for the next step.

3rd stage – S1 Training

Time to complete: 2-3 weeks

You third stage will be S1 training which will allow you to sit on TWR in all Danish airports except EKCH, EKRK and EKRN. This will be a rating which will be on the simulator server (Sweatbox) and must be completed in only 3 sessions, so your preparedness is of the essence, and we reserve the right to re-evaluate your training eligibility if you are not up to a proper standard after the 3 sessions as pr. VATEUD DTP . The training may be done as group sessions by an examiner

After you finish your S1 training, you will be required to be online for a minimum of **25 hours** to build up experience and ratify your commitment to the organization

4th stage – Tier 1 Endorsement for EKCH Pre-Training

Time to complete: 1-4 weeks

When you have your 25 hours, you can continue by entering the Pre-Training for your:

- Tier 1 endorsement
- S2 rating.

> A Tier 1 endorsement is a seperate "sub-rating" for airports that are deemed too complex and challenging to sit on with a regular rating. In VATSIM-Scandinavia these are EKCH, ENGM, ESSA, EFHK.

This course will take you through the S1 and S2 specific procedures for the Tier 1 Endorsement for EKCH. The course has similarities with the S1+S2 Pre-training program, however notice following differences

- Course enrolled by your **OWN** initiative **ONLY** after completing 25 hours on other danish airports. Misuse leads to disciplinary actions!
- Completion within 1 month
- Activity within running 14 days
- All tests passed to satisfactory

5th Stage – Tier 1 EKCH_GND training

Time to complete: 1-2 weeks

Hour Requirement: 25 hours on EKBI, EKYT or EKAH

When your Tier 1 EKCH - S1+S2 Pre-Training is completed, You must enter our Discord server and make use of our "Buddy System". For this you write in a dedicated channel, where one of out S2 controllers will take you through the raining of your Tier 1 rating for EKCH, on S1 level

You will start by getting the Tier 1 endorsement for EKCH_GND. This relies again heavily on self-study from the Pre-Training and should take no more than 2 sessions to complete. Once completed you are released to sit on EKCH_A_GND, EKCH_D_GND, EKCH_S_GND and EKCH_DEL outside of events *(Meaning NOT at Vectors to Copenhagen)*

6th stage – Tier 1 EKCH_TWR training + S2 Rating

Time to Complete: As long as necessary

Hour Requirement: 25 hours on GND positions, including the hours in your training.

When your "Buddy" release you for your S1 Tier 1 endorsement for EKCH, he will advise the training department that you are ready to continue.You will then be assigned a mentor.
You must control 25 hours on GND positions including the hours in the training for TWR controller, before your checkout.

7th stage – Examination

Time to complete: 2 hours

When you and your mentor deem that you are ready for checkout you will take the VATEUD S2 theoretical test, and when completed, set up for a final practical examination by one of our examiners. Upon completion you are officially an S2 controller and your training is officially finished.

Tier 2 Endorsements - EKRN/AFIS

By reading this training chapter, you will get an understanding of how to control an AFIS airport in the EKDK FIR.
After completion of this chapter, you will need to pass a small test, covering the subjects mentioned in this chapter.

After completion of the test, you will receive the T2 Endorsement for all AFIS stations within EKDK FIR.

You cannot get your S3 rating without completion of this course as some APP airspace provides top-down for AFIS airports.

T2 - AFIS

T2 Endorsement for AFIS operations in EKDK

By reading this training document, you will gain an understanding of how to control an AFIS airport in the EKDK FIR.
After completing this page, you will need to pass a small test, covering the subjects mentioned in this document.

After completion of the test, you will receive the T2 Endorsement for all AFIS stations within EKDK FIR

You cannot get your S3 rating without completion of this course, as some APP airspace provides top-down for AFIS airports.

Introduction

In Denmark, we have 7 RMZ//TIA/TIZ(AFIS) AD:

- EKOD - Odense (TIZ/RMZ)
- EKEB - Esbjerg (TIZ/RMZ & TIA/RMZ)
- EKSB - Sønderborg (TIZ/RMZ)
- EKVD - Vamdrup (TIZ/RMZ)
- EKVJ - Stauning (TIZ/RMZ)

The 2 latter mentioned do not hold any commercial traffic.

> RMZ - Radio Mandatory Zone / TIA - Traffic Information Area / TIZ - Traffic Information Zone AFIS - Aerodrome Flight Information Service

All airspaces are class G, meaning:

- IFR & VFR receive Flight information
- Maximum speed 250 knots IAS
- IFR - Two-way radio communication
- IFR have SSR mode A+C
- No clearance to enter/exit

However, when controlling an RMZ//TIA/TIZ, some extra rules apply; these are:

SSR mode A+C for VFR (If fitted) & Two-way radio communication for VFR

The AFIS Station itself does not have radar, hence you will rely only on the information given by the pilots.
To simulate this in Euroscope, you can:
If on an I_TWR, minimise ES, use a static chart for reference, launch a sim for tower view
If providing top-down, XCorelate the tag. You will still see their position, but not any information.

The video at the bottom showcases what a session on I_TWR could look like for both IFR and VFR

Phraseology

Since all AFIS is class G, you cannot control the planes; therefore, a lot of the normal instructions & clearances have to be modified.

Situation	Normal Instruction	AFIS instruction
Landing	"Cleared to land"	"No reported traffic on the runway. (Report vacated)"
ATC clearance	"Cleared to..."	"Copenhagen control clears you to..."
Startup	"Startup approved"	"Startup on own discretion \[Give Departure information\]"[1]
Takeoff	"Cleared for Takeoff"	"No reported traffic in the zone (Report airborne/passing...)"

Taxi	"Taxi Via A & B to holding point runway 24"	"Runway 24 in use, no traffic on the apron. I suggest you to taxi via A & B"
Departure and arrival information		
Departure information should be given to the departing aircraft and must contain:		
Runway in use Weather (On request) QNH		

Example on AFIS Phrasology when on designated AFIS station

Arrival into Sønderborg/EKSB

> "□□✈ Sønderborg information, MMD122 inbound LIBRI planning on ILS RWY32
>
> □□ MMD122, Sønderborgborg information. RWY32 in use, wind 310/19kt , QNH 1019. Transition level FL45. No reported trafic in the TIZ, report final. Do you require the latest MET-Report?
>
> □□✈ Roger RWY32 QNH1019, Negative, we have the latest METAR onboard, and will report final. MMD122
>
> □□ ICE123, roger.
>
> □□✈On Final RWY32 MMD122
>
> □□MMD122, Roger, Wind 310/19 kt. No reported traffic on the runway, report vacated.
>
> □□✈Wilco, MMD122
>
> □□✈Runway vacated via B, MMD122

> □□MMD122, Roger I sugest you taxi to apron, no traffic reported on the apron.
>
> □□✈Taxiing to the Apron via B, MMD122

Departure out of Sønderborg/EKSB

> “□□✈ Sønderborg information, MMD121 request IFR to EKCH
>
> □□ MMD121, Sønderborg information. Copenhagen Control cleares you to EKCH via KOR, climb FL040, level change enroute, squawk 1234. RWY 32 in use. Do you require the MET-Report?
>
> □□✈ RWY 32 in use, cleared to EKCH via KOR, FL040, level change en-route, squawk 1234. And affirm we require the met-report. MMD121
>
> □□ MMD121, roger, readback correct. Automatic report from 1450Z Winds 220 at 8 kt. variable 190 to 250. Visibility 10km. or greater Few clouds at FL120 Temperature -2 dewpoint -5, QNH1019. Report ready for taxi.
>
> □□✈Roger QNH1019, and WILCO, MMD121
>
> □□✈Ready for taxi MMD121
>
> □□MMD121, roger no reported traffic on the apron and runway. I suggest you taxi via B, backtrack and lineup RWY32, and report ready for departure.
>
> □□✈Roger, we will taxi via B, backtrack and line up RWY32 and report ready MMD121
>
> □□✈Ready for Departure MMD121
>
> □□MMD121, Roger winds 220/08, no reported traffic in the TIZ, report passing 3000 ft.
>
> □□✈Roger, will report passing 3000 ft. MMD121
>
> □□✈Passing 3000 for FL040 MMD121

> □□MMD121, roger contact Copenhagen on 136.485 - Moin
>
> □□✈Copenhagen on 136.485 MMD121, Moin!

Top-Down coverage

When providing top-down service, it is important to distinguish between when the plane is in controlled airspace and when in Class-G.

As Class G airspace goes up to 3500ft an upper sector may only clear an aircraft to 4000ft.
As the aircraft approaches 4000ft the following must be said:

> “C/S, cleared to descend below controlled airspace. Report...

When providing inbound aircraft information about an aerodrome, the only thing you dictate is the runway that is in use, all other decisions i.e. approach type, are solely at the discretion of the PIC of the aircraft.

> “C/S, Runway 14 in use in Sønderborg. TL030, report expected approach.

Phraseology example:

> “□□MMD122 RWY32 in use in Sønderborg, report expected approach
>
> □□✈RWY32 in use, we are expecting the ILS RWY32, MMD122
>
> □□MMD122, Roger, proceed DCT LIBRI, when ready descend FL040. TL in Sønderborg is TL035
>
> □□✈Roger, When ready Descend FL040 DCT LIBRI, TL035, MMD122
>
> □□MMD122, cleared to descend below controlled airspace. QNH in Sønderborg 0988. No reported traffic in the zone, report final RWY32. Do you require the latest MET report?

> □✈Roger, descending below controlled airspace, QNH 0988, will report final RWY32, and negative we have the weather onboard, MMD122
>
> □✈On final RWY32 MMD122
>
> □MMD122, roger, no reported traffic on the runway, winds 300/14, report vacated.
>
> □✈No reported traffic, will report vacated, MMD122
>
> □✈Vacated RWY32 via B, MMD122
>
> □MMD122, roger. No reported traffic on the apron. I suggest you taxi to parking via B. Moine
>
> □✈Roger, we will be using B to parking, MMD122, Moin!

How to handle the traffic

As an AFIS airport doesn't have any radar, the operator must rely solely on the reports from the pilots.

If you feel like you have too many A/C within the Zone, maintain them in Controlled airspace, and put them in Hold at a convenient fix/VOR.

> “□MMD122, due occupancy of airspace descend FL040 and enter hold at ALS VOR. Right hand turns inbound course 270, 1 min. leg

> “□MMD122, Exit holding, continue inbound Sønderborg. You are cleared to descend below controlled airspace. QNH in Sønderborg 0988. Traffic information: one ATR72 on final for rwy 32. Report final RWY32. Do you require the latest MET report?

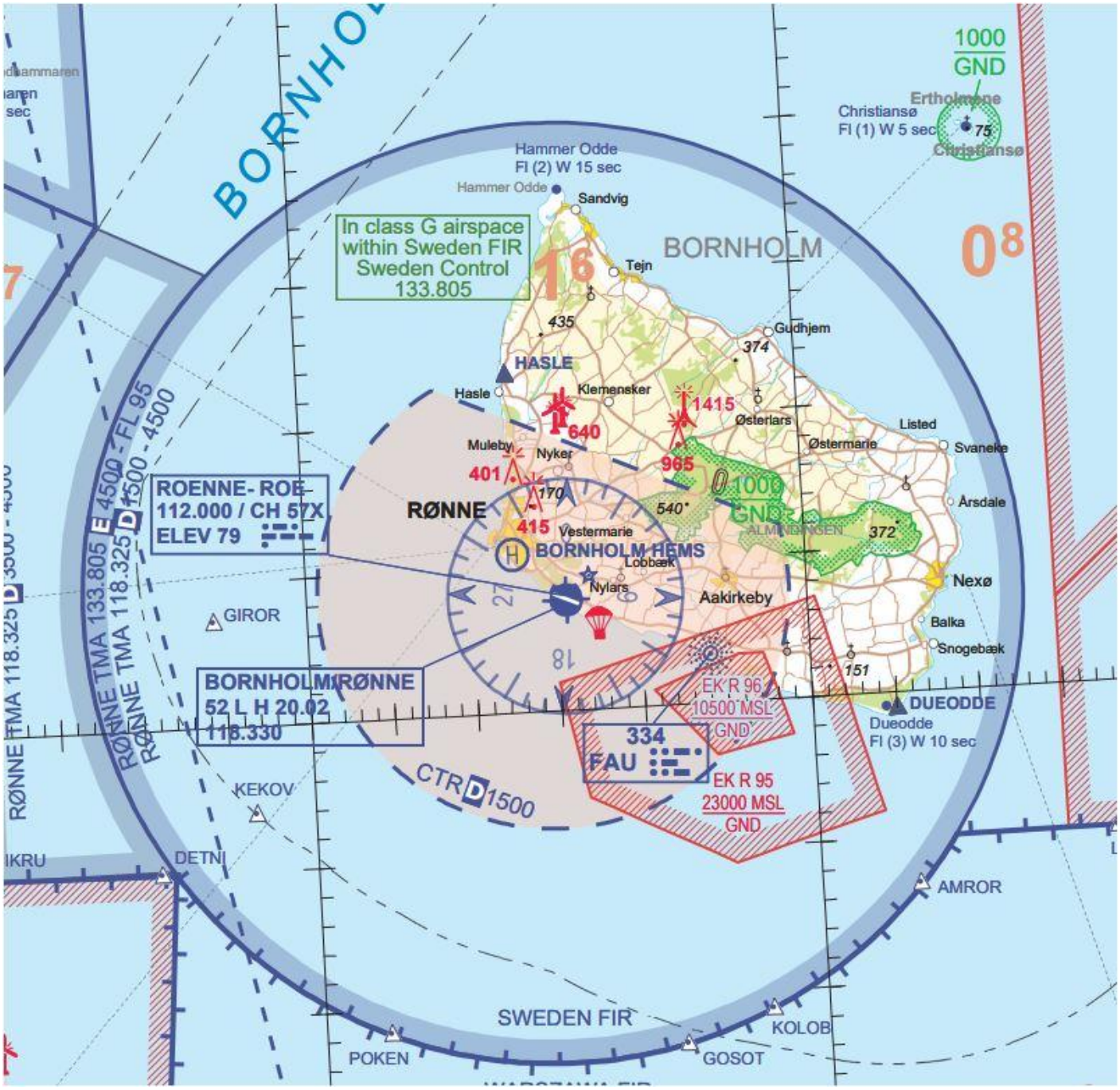
Operation

This video demonstrates both operations and phraseology to use

https://www.youtube.com/embed/kKIPOi_6CrM

T2 - EKRN / Rønne

Overview



Rønne/Bornholms Lufthavn is the only procedural tower in Denmark.
The airport is serving around 200.000 passengers yearly on its routes. The primary operator DAT, serves the weekly/daily routes to EKCH, EKYT & EKBI.
During the annual "Folkemøde", there is an extreme increase in traffic from both DAT, SAS and Norwegian.

Procedural Tower

As Rønne is a Procedural tower, meaning that they serve as a "normal" controlled airport, however without their own radar. They therefore rely solely on aircraft information and data from the Swedish radars.

As they do not have their own radar, there is not any APP. The entire airspace is covered by the TWR. All arrivals and departures, therefore, have to either follow standard arrival or visual. No radar vector can be provided.

Airspace

The entire airspace is Class D. First sector from GND-1500' and second from 1500 - 4500 ft.

CLASS	IFR / VFR	SEPERATION	SERVICE PROVIDED	SPEED LIMITATION	RADIO COMM.	TRANS PONDER	CLR
D	IFR	IFR from IFR	Air traffic control service. Traffic information about VFR flights, and traffic avoidance advice on request	250 KT IAS below FL 100	Continuous two-way	A + C	Yes

VFR	None	Air traffic control service. Traffic information about VFR and IFR flights, and traffic avoidance advice on request	250 KT IAS below FL 100	Continuous two-way	Above FL 95 TMZ	Yes

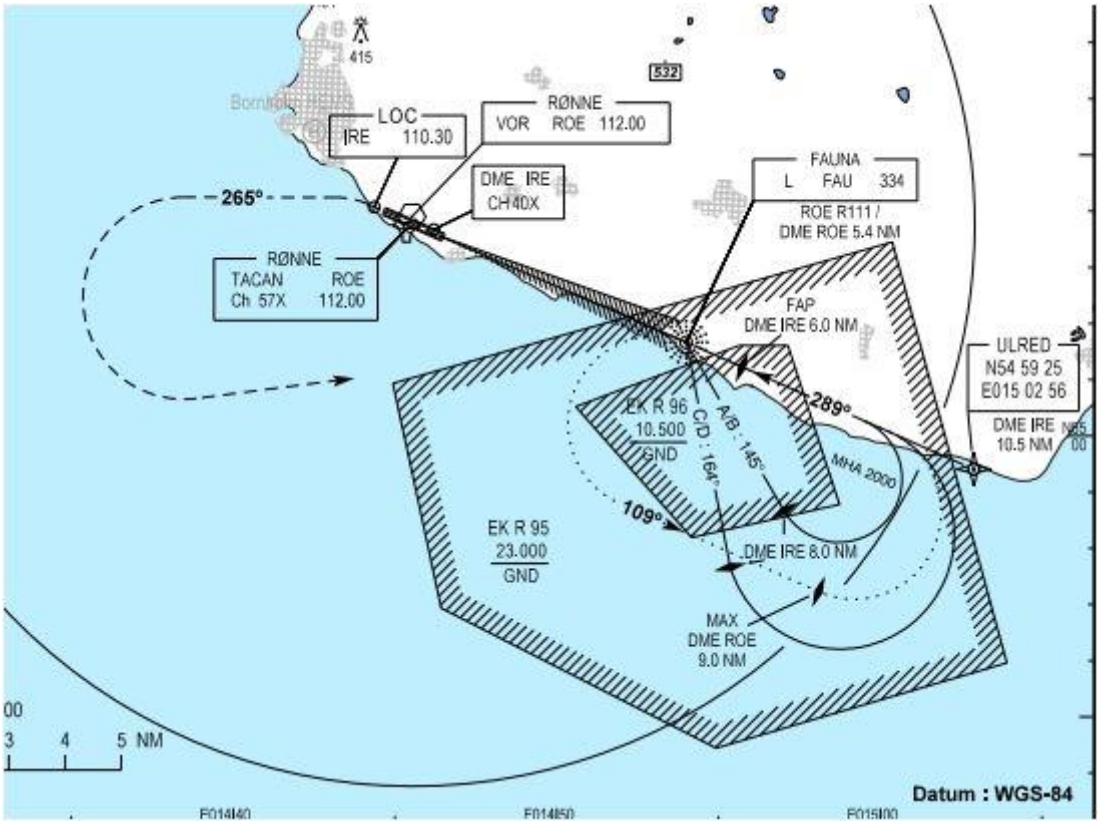
Procedures

> Remember, EKRN does NOT have an ATIS, hence all A/C must be offered the latest MET-Report, including RWY in use!

Inbounds

All inbounds are handed over from Sweden at 5000 ft. (On ESMM QNH) DCT ROE VOR, or in case of RWY 11 in use, DCT ODMEI (Or otherwise coordinated)

TWR may request any aircraft DCT to any WP on the arrival. FAU & ULRED is some of the best/most used.



When an aircraft is indbound FAU, they will after the WP turn for final. Be noted the turning curve is different based of aircraft type. After the "Teardrop turn", they will establish on ILS.

To avoid the teardrop from an annoying angle, they may be cleared DCT ULRED for a straight-in ILS

Type Z is always the preferred approach.

RWY	Proc.	West	North	East	South
11	ILS/LOC/VOR Runway 11	Intercept ROE Radial 289 inbound to intercept [ILS] (Or Direct ODMEI)	Direct ROE for base turn procedure.		
	RNP Z Runway 11	Direct UMVAP	Direct OGTET		Direct LUKAG

29	ILS/LOC/VOR Runway 29	Direct FAU for base turn procedure		Direct ULRED for final runway 29	
	RNP Z Runway 29	Direct GOTOG	Direct ASBAX	Direct INVIR	Direct GOTOG

Departures

All IFR departures must be coordinated with Sweden, and they must be the ones approving and issuing the Clearance.

Initial climb is always 4000 ft. and handed directly over to ESMS_APP, or overlaying MM sector.

A good practice is to request coordination from Sweden when the A/C calls for clearance. You then tell the A/C to expect clearance during Taxi, which gives Sweden time to respond.
Remember to inform Sweden upon taxiing, with the estimated time of takeoff.

All departures are Omnidirectional.
RWY 11 - Climb straight to 700 ft. then turn
RWY 29 - Climb on track 274 to 700/1000 ft. then turn

Phraseology

Exactly the same as a normal TWR.
Only to remember an aircraft can NOT be identified.
For clearance, remember to include: "*Sweden clears you...*"

For a teardrop approach, the following is used: "***C/S, via FAU cleared full ILS-Z approach RWY29. Report FAU outbound***"
For a straight-in approach: "***C/S, via ULRED cleared straight in approach ILS-Z. Report final***"

A flight into EKRN might sound like this:

> □□✈Rønne TWR hello, DNU46R passing FL060 for 5000 ft. inbound FAU NDB
>
> □□DNU46R, Rønne TWR hello. RWY 29 in use. Rønne QNH 1013. Expect ILS-Z approach RWY29 via FAU. Do you require the latest METAR?
>
> □□✈TL040, QNH 1013, expecting ILS-Z RWY29 via FAU. Negative we have the latest weather onboard. DNU46R
>
> □□DNU46R, roger. Descend 2000 ft. via FAU cleared full ILS-Z approach RWY29. Report Final
>
> □□✈Descend 2000 ft. via FAU cleared full ILS-Z approach RWY29. We will report Final. DNU46R
>
> □□Established on final RWY29, DNU46R
>
> □□✈DNU46R, roger, winds 300/14 RWY29 cleared to land
>
> □□Cleared to land RWY29, DNU46R

A flight out of EKRN might sound like this:

> “□□✈Rønne TWR hello, DNU49K, stand 1 request IFR clearance to EKYT
>
> □□DNU49K Rønne TWR hello. Request on standby, expect clearance during Taxi. RWY11 in use. Do you require the latest MET-Report?
>
> □□✈Roger clearance during taxi, RWY11 in use, negative we have the latest weather onboard. DNU49K
>
> □□DNU49K, roger. Rønne QNH 1013, startup approved, report ready for taxi.
>
> □□✈Startup approved, QNH 1013 report ready for taxi. DNU49K
>
> □□✈TWR, DNU49K ready for taxi.
>
> □□DNU49K, Roger, taxi H/P RWY11 via A. Report ready to copy IFR clearance.
>
> □□✈Roger taxi H/P RWY11 via A, we are ready to Copy, DNU49K

□□DNU49K, Sweden clears you to EKYT via Flight planned route. Initial climb 3000 ft. SQ1234. After departure RWY11, follow standard noise abatement procedure.

□□✈Cleared to EKYT via Flight planned route. Initial climb 3000 ft. SQ1234. After departure RWY11, follow standard noise abatement procedure, DNU49K

□□DNU49K read back correct, report ready for departure

□□✈Ready for departure, DNU49K

□□DNU49K roger, winds 150/21 RWY11 cleared for takeoff. Report turning

□□✈Cleared Takeoff RWY11, report turning DNU49K

□□✈TWR, DNU49K turning right.

□□DNU49K, Roger. Contact Sweden on 136.135, bye!

□□✈Sweden on 136.135 DNU49K, adios!

Coordination

As per Sweden LOA - Ver 1.13 - 28/November/2024
Always double-check check latest LOA

> **B3.3 Procedures between Roenne TWR and ATCC Malmö**
>
> Roenne TWR will inform ATCC Malmö of RWY in use.
> Due to lack of surveillance enviorment at Roenne TWR, procedural separation applies in Roenne
> TMA below 4500 FT MSL.
>
> **B.3.3.1 Arriving aircraft to EKRN**

Arriving aircraft to EKRN shall be informed of RWY in use and cleared to ROE VOR at 5000 FT
MSL (ESMS QNH) or at cruising level, if lower.
ATCC Malmö shall transfer arriving aircraft either vertically or procedurally seperated to Ronne
TWR.

When RWY 11 is in use, aircraft flight planned via Copenhagen FIR can without coordination with
Roenne TWR be cleared direct to ODMEI.
Arriving aircraft to EKRN are after passing ROE DME 20, in respect of known traffic, released to
Ronne TWR for:
• turn,
• further descent and
• change of speed

B.3.3.2 Departing aircraft from EKRN

For departing aircraft from EKRN, Roenne TWR shall report Estimated Time of Departure to - and
request departure clearance and transponder code from ATCC Malmö.

Departing aircraft with destination EKCH/RK or ESMS can without coordination be cleared to TIDVU
at 4000 FT MSL. Information on ETD and request of transponder code is still needed.

ATCC Malmö will issue a clearance in accordance with:
• Initial cleared Altitude is normally 4000 FT MSL. (FL 90 towards EDWW)
• Headings are normally not accepted due to lack of surveillance enviorment and noise
abatement procedure.

Departing aircraft from EKRN are after passing ROE DME 5, in respect of known traffic, released to

> ATCC Malmö for:
> • turn and
> • change of speed.

Sweatbox scenarios

Al sweatbox scenarios for both Billund and Copenhagen.
Documentation regarding the use of sweatbox can be found here:
https://wiki.vatsim-scandinavia.org/books/software-manuals/page/sweatbox

S2 | Copenhagen

Copenhagen.zip

Sweatbox scenarios

S1 - Billund

S1 - Billund.zip

S2 - Billund

Billund.zip

S3 - Copenhagen

Copenhagen.zip

Sweatbox scenarios

S3 - Billund

Billund.zip

Sweatbox scenarios

C1

C1.rar

Buddy Training Guidelines

Standard Operating Procedure (SOP)

Effective Date: 1 December 2025
Issued by: Training Department

1. Purpose

This SOP defines the responsibilities, expectations, and procedures for buddies assigned to support students in the S1 early training phases. The buddy system has demonstrated strong effectiveness, contributing to improved controller proficiency and a high rate of successful CPT completions. This procedure applies to all certified controllers who serve as buddies for students training at:

• **EKBI / EKYT** (Post-Sweetbox S1 Online Sessions)
• **EKCH** (APRON phase following regional hours)

2. Buddy Requirements

1. Maintain current knowledge of local procedures for all relevant airports.
2. Use correct, clean, and professional phraseology.
3. Demonstrate patience and provide a supportive learning environment.
4. Reference official documentation (wiki, training materials) when clarification is needed.

3. EKBI / EKYT Buddy Procedures

3.1 Student Prerequisites

- Completed Sweetbox sessions (2× EKBI, 1× EKYT)
- Passed the S1 VATEUD theoretical exam
- Granted the S1 rating

3.2 Buddy Responsibilities

- Provide guidance and confidence-building support during the student's first network sessions
- Answer operational and procedural questions in real time
- Encourage and facilitate exposure to **VFR traffic** to expand the student's practical skillset. Buddies are encouraged to request VFR flights from the community where possible.

4. EKCH APRON Procedures

Transition to EKCH

- Students become eligible for EKCH APRON operations after:
  - Completing **25 hours** on regional positions (e.g., EKBI/EKYT)
  - And have contacted training department
- These hours should enable the student to manage moderate traffic confidently.

4.2 Training Structure

- Students typically require **2–3 APRON sessions** before progressing to TWR training.
- It is required to have at least 2 different buddy's on the training.

4.3 Buddy Responsibilities

- Provide continuous support during the session

- Clarify procedures, phraseology, and EKCH-specific workflows
- Ensure a positive, structured introduction to EKCH traffic levels
- Complete a formal **Training Report** after each session

4.4 Training Reports

- Training Reports must include:
  - Session observations
  - Topics discussed during the debrief
  - Identified strengths and areas for improvement
- Links to reports may be requested via the Training Department.

5. Training Evaluation Criteria

Buddies must evaluate and comment on the following areas in each session report:

1. **Push/Release Procedures**
   Correct usage of standard and non-standard points
2. **Taxi Instructions**
   Ability to issue both standard and non-standard routings appropriately
3. **Phraseology**
   Adherence to standard phraseology, professional tone and clarity, issuing clear and accurate instructions
4. **Speech Tempo**
   Maintaining an appropriate pace on frequency
5. **Conditional / Non-Standard Clearances**
   Correct understanding and use cases
6. **General Operational Knowledge**
   Demonstrated understanding of EKCH procedures and layout

6. Progress Monitoring

After the student’s **second** EKCH APRON session, the buddy must contact the **Buddy Mentor (Training department)** to provide a progress update.

7. Support and Contacts

Buddies may contact the Training Department at any time for assistance or clarification.
Available communication channels:

- **Discord**
- **Email:** training-denmark@vatsim-scandinavia.org