

# VIRTUAL AERONAUTICAL INFORMATION CIRCULAR 2/23

## CHANGES TO POLICIES REGARDING LONG CONTROLLING SESSIONS

### Introduction

The purpose of this virtual aeronautical information circular (vAIC) is to amend the policies surrounding the length of controlling sessions at CZVR.

### Background

While the FIR highly encourages controllers to spend as much time as they want controlling on the network, regular usage of a position for an extended period of time can tie up that position's availability for other controllers. This is especially the case for positions such as CYYJ\_DEL where it is the only minor delivery position in the FIR.

### Procedures

If your controlling session on a single position exceeds four (4) hours in length, a "relief" message must be posted in #atc-flight-coordination channel in our discord server where the position is offered to any other controllers interested in taking over. Subsequent relief messages must be posted every 60 minutes. Only the first relief message must include an @ATC Online ping. If another controller elects to take over, you may switch to any other position in the FIR you are certified for.

Example initial message text: "@ATC Online, Relief message for CZVR\_CTR if anyone wants to take over."

Example subsequent message text: "Hourly relief message for CZVR\_CTR if anyone wants to take over."

Scheduled positions during events or OTS's are exempt from this policy. Approval may be requested from any of the FIR Executive Staff for an extended shift that exceeds 4 hours without needing to offer the position to another controller.

### Reporting and Feedback

Controllers are encouraged to submit feedback through the relevant channels on our discord server or by emailing [deputy@czvr.ca](mailto:deputy@czvr.ca).