

Controller Booking Rules v 1.0

(16.03.2021)

Below are outlined rules regarding Controller Bookings. These rules are not designed to prevent you from controlling, but instead to give everyone the opportunity to log on and control. Above all, please remain considerate of others when making controller bookings and ensure that you arrive and control for any bookings you make.

- A booking on the "vroute" software shall reserve a position on the VATSIM network during the time period specified. Bookings must be done through "vroute" software and appear on vacc-slovakia.sk web page in order to be considered valid;
- A controller may only make a booking if they are currently allowed to control that position and will be allowed to do so at the time booked;
- Members may not book less than two hours in advance unless they are currently controlling that position and are booking to extend their current controlling session,
- Members may extend their current controlling session only if such extension is not in conflict with other members booking.
- A controller must vacate a position if a member with a valid booking arrives to take over;
- Members should honour their bookings (including allocated controlling during events) and not book positions they are unlikely to be available for.
- A booking ceases to be valid if the member is more than 15 minutes late logging onto the position or voluntarily vacates the position unless specified otherwise below;
- If a student does not arrive in adequate time for their mentoring session, the mentor may choose to assume the booked time for their own controlling, or nullify the booking. Mentoring session bookings ceases to be valid if the student or mentor has not logged in to control within 30 minutes of the session start time;
- Bookings may be overridden by mentoring sessions. This includes bookings for underlying splits, for example a GND booking for a TWR mentoring session;
- Active exam or endorsement bookings remain valid until completed. Such bookings override other controller bookings, including when the session continues beyond the booked time;
- When approved by the Division Director or Deputy Director, controllers may be allocated positions to control during events. Allocated controlling shall take priority over controller bookings.
- Members who violate VACC Slovakia booking rules or fail to honour their bookings (including allocated controlling during events) may be subject to sanctions. This may include losing the ability to make bookings and/or losing the privilege of being allocated to control during events.