



CIVIL AVIATION  
SAFETY AUTHORITY  
AUSTRALIA

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**Aircraft Radio Operator Certificate of  
Proficiency  
Syllabus of Training**

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**Civil Aviation Safety Authority**

Aircraft Radio Operator Certificate of Proficiency – Syllabus of Training

Issue 1

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Copies of the Syllabus are available from the CASA website at [www.casa.gov.au](http://www.casa.gov.au)

# Aircraft Radio Operator Certificate of Proficiency Syllabus of Training

## 1. References

Approved by Head, Operational and Flight Crew Licensing Standards Issue 1: October 1996

### 1.1 Legislation

- CAR 83, 83A-83F, Part 12 Division 1 to 3.

### 1.2 Information

- Flight Radio for Pilots (Aviation Theory Centre)
- VFR (Day) Study Guide for Private Pilot BAK (Bob Tait)
- Flight Rules and Procedures (DH Training Systems).

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## 2. Theory Requirements

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### 2.1 Understand the requirements for and privileges of an AROCP:

- what requirements must be met to obtain a AROCP
- what are the privileges of an AROCP.

### 2.2 State the function of the following components of a radiotelephone system:

- battery switch, radio master, fuses and circuit breakers
- microphone
- transmitter
- receiver
- headphones and speaker.

### 2.3 In relation to the use of a radiotelephone describe the following procedures:

- setting up an aircraft radio:
  - (i) use of radio transmit and receive selector switches (VHF/HF)
  - (ii) turning a radio on
  - (iii) selecting correct frequencies
  - (iv) use of squelch control.
- use of a microphone:
  - (i) correct use of a microphone
  - (ii) voice activated systems.

### 2.4 Describe the characteristics of radio waves, wave transmission and reception:

- properties of radio waves
- factors affecting the propagation of radio waves.
  - (iii) terrain
  - (iv) interference from electrical equipment
  - (v) thunderstorms
  - (vi) power attenuation.

### 2.5 State the responsibilities of a radiotelephone operator:

- secrecy of communications
- unauthorised transmissions.

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### 2.6 Demonstrate an understanding of correct phraseology and phonetics:

- standard procedural words and phrases
- pronunciation of phonetic alphabet and numbers
- correct use of aircraft callsigns
- transmission of numbers
- transmission of time
- radio test procedure/readability scale
- listening to the radio (avoiding over transmissions)
- establishing and maintaining communications
- clipped transmissions and the consequences.

### 2.7 State standard radio procedures for:

- communication with a ground control agency
- communication with a control tower
- communication with any other air traffic agency.

### 2.8 State the light signals for aerodrome traffic control:

- light signals to aircraft
- light signals to vehicles and pedestrians.

### 2.9 Explain the information services and methods of reception:

- Automatic Terminal Information Service (ATIS).

### 2.10 State the emergency radio procedures:

- declaring the emergency
- the Distress Message ('Mayday' call)
- the Urgency Message ('Pan' call)
- priority of calls
- imposition of radio silence
- loss of radio (receiver, transmitter, receiver and transmitter)
- Emergency Locator Transmitter (ELT), correct use, rules for activation.
- transmitting "blind".

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## 3. Practical Requirements

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### 3.1 Demonstrate the function and operation of an aircraft radio telephone installation:

- by transmitting and receiving VHF and HF messages
- by using the battery and radio master switches
- by identifying radio power supply, generators, switches, indicating meters, batteries, fuses and circuit breakers
- external high tension power supply and remote control facilities
- antenna systems appropriate to the equipment used
- simple propagation characteristics of radio frequencies used in conjunction with the equipment available
- establish a listening watch with a control agency and conduct a communication check using the correct procedure.

**A written or oral theory examination and a practical test must be completed in accordance with CAR 83F and notified to CASA on Form 638. The pass mark for each exam/test is 80%.**