



VATSIM Germany Policy

Version 2.0, dated 31. August 2023

Changelog

Change	Changed	Date
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Preamble

(1) For improved readability, this policy employs the generic masculine terminology. References to individuals within this document encompass all genders.

(2) If a regulation within this policy conflicts with higher VATSIM authorities or applicable law, that regulation becomes invalid and ineffective. In such cases, the staff is authorised to introduce a new regulation that closely aligns with the original intent and purpose of the invalidated regulation. The goal is to uphold the original rule's intent and spirit to the greatest extent possible. The creation and approval of the new regulation will follow the staff decision procedure outlined elsewhere in this policy. Members will be notified of any amendments or replacements to the relevant rule.

(3) The policy is available in both German and English. In cases of discrepancy in meaning, interpretation, or wording between the two versions, the English rendition shall hold authoritative status and take precedence.

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1 Purpose

VATSIM Germany operates as a subdivision of VATEUD within the VATSIM network, dedicated to facilitating realistic online flight simulation with simulated air traffic control for the territory of the Federal Republic of Germany. The primary objectives of VATSIM Germany include the training of air traffic controllers and pilots, as well as the staffing of various air traffic control units across the region.

2 Membership

2.1 Requirements

To become a member of VATSIM Germany, membership with VATSIM.NET is a prerequisite.

Persons who pursue fascist, militaristic or anti-human aims, who express or spread religious, racial or ethnic hatred, who discriminate against persons on the grounds of their nationality, political affiliation, sexual orientation, gender or physical or mental handicap, or who seek to achieve their aims through violence or the threat of violence, shall be denied membership.

2.2 Start of Membership

Membership in VATSIM Germany begins with the registration of the member on the homepage of VATSIM Germany. The requirements stated in Section 2.1 (Requirements) have to be fulfilled. Furthermore, for full membership in VATSIM Germany, members must have "Germany" as current vACC or current subdivision in their VATSIM profile. Members with another vACC stored in their VATSIM profile will receive a guest membership.

2.3 End of Membership

The membership ends with the resignation or exclusion of the member from VATSIM Germany or by the end of the membership with VATSIM. The resignation of a member becomes effective when the member terminates their membership by using the corresponding function on the homepage of VATSIM Germany. Furthermore, the membership ends by inactivity according to Section 2.8 (Inactivity).

2.4 Privileges and Duties of the Member

Every member of VATSIM Germany is privileged to use the services of VATSIM Germany within the framework of the respective valid rules of VATSIM Germany and the superordinate structures. These include in particular, but are not limited to, the VATSIM policies, this policy and the terms of use of VATSIM Germany.

The members are obliged to uphold mutual consideration, esteem and respect. Each member has to behave in such a way that no other member of VATSIM Germany or VATSIM is prevented from using the services of VATSIM Germany or VATSIM according to the rules or is impaired in doing so.

Permission to staff air traffic control units within the area of VATSIM Germany shall be governed by the organs of VATSIM Germany. A member may only staff air traffic control units within the area of VATSIM Germany if they have been approved for this purpose by VATSIM Germany. Restrictions on the part of VATSIM remain unaffected.

2.5 Exclusions from the Services of VATSIM Germany

2.5.1 Temporary

A member can be excluded from the use of individual or all services of VATSIM Germany by decision of a member of the staff for a period of up to two weeks. The reasons for exclusion include but are not limited

to the violation of the rules of VATSIM Germany or VATSIM. The other members of the staff have to be informed about this immediately via a suitable medium. This ban can be lifted immediately by the VATSIM Germany director, his deputy or by staff decision. The affected member of VATSIM Germany should be heard before the decision if possible. The affected member of VATSIM Germany has the right of appeal against the decision according to Section 5.1 (Appeal).

2.5.2 Permanent

A member can be excluded from VATSIM Germany by decision of the staff with a two-thirds majority. This applies in particular, but not conclusively, if a member grossly or persistently violates the rules of VATSIM Germany or VATSIM. The membership of VATSIM remains unaffected. The affected member of VATSIM Germany has the right to be heard by the staff before the decision is made. The decision has to be communicated to the member in text form. The decision is also to be communicated to all organs of VATSIM Germany as well as VATEUD in a suitable form. The affected member of VATSIM Germany has the right of appeal against the decision according to Section 5.1 (Appeal).

2.5.3 VATSIM Suspension

If a member is temporarily or permanently excluded from the services of VATSIM, they are automatically excluded from the services of VATSIM Germany for the same period. In justified individual cases, this can be waived by a staff decision with a two-thirds majority.

2.6 Full and Guest Memberships and Conversion of Membership

A VATSIM Germany membership is either a full membership or a guest membership. A guest membership is automatically converted into a full membership if the vACC Germany is entered as the current vACC or subdivision in the VATSIM profile. Likewise, a full membership is converted into a guest membership as soon as the current vACC or subdivision in the VATSIM profile is set to something other than vACC Germany. VATSIM Germany will not notify the member of this.

2.7 FIR Membership

VATSIM Germany is divided into three Flight Information Regions (FIRs) *FIR Bremen*, *FIR Langen* and *FIR München*. A full member of VATSIM Germany can be a member of a maximum of one FIR at a time. Membership in an FIR is done by selection by the full member on the VATSIM Germany website.

Switching between two FIRs is only possible after 90 days after the last switch. Membership in an FIR ends with the end of full membership in VATSIM Germany.

2.8 Inactivity

The VATSIM Germany membership will be set to inactive after 180 days of inactivity. The member will be informed about the upcoming inactivity 30 days before and again at the beginning of the inactive status via the email address last known to VATSIM Germany. After a further 180 days of inactivity, all membership data at VATSIM Germany, including the FIR membership, will be deleted without any claim to restoration. The member will also be informed of this 30 days and again one day before the deletion via the email address last known to VATSIM Germany. The member is responsible for keeping this email address up to date. The activity is to be proven via a suitable function within the services provided by VATSIM Germany, VATSIM Germany informs about the exact manner on its communication media, in particular the forum.

2.9 Use of a Member's Copyrighted Work

If a member provides VATSIM Germany with an original or a copy of a member's copyrighted work, VATSIM Germany thereby receives, unless otherwise agreed between the director of VATSIM Germany and the member, a non-exclusive, gratuitous, transferable, sub-licensable and irrevocable right of use to the copyrighted work, unrestricted in time, place and content.

3 Organs of VATSIM Germany

3.1 General

A member may only hold one voting leadership position at a time. This does not apply to the exercise of a deputy function. Where tasks or competencies are granted to an organ of this policy, these may be delegated in the guidelines in accordance with Section 3.10 (Guidelines). All chiefs and deputies of the organs are part of the staff. All members of the staff shall be at least 18 years of age. Furthermore, they must not have been suspended from the VATSIM network for more than 48 hours cumulatively in the last two years, nor have been temporarily excluded from the services of VATSIM Germany by staff decision in the last two years. These requirements can be waived by staff decision with a two-thirds majority.

3.2 Director

3.2.1 Position and Duties

The management of VATSIM Germany is the responsibility of the director and their deputy. They represent VATSIM Germany internally and externally.

3.2.2 Elections and Requirements

The director is elected according to Section 4.1 (Indirect Elections) of this policy. Candidate nominations shall be submitted to VATEUD before the vote is held and shall be checked for admissibility by VATEUD. To be elected as director, the member must hold the C1 rating or higher and have been an active full member of VATSIM Germany for at least one year without interruption. Only candidates cleared by VATEUD may be elected. The director shall appoint their deputy. The deputy must fulfil the same requirements as the director.

3.3 ATC Training Department (ATD)

3.3.1 Position and Duties

The ATD chief is responsible for the organisation and implementation of air traffic controller training in the area of VATSIM Germany. The ATD chief decides on the approval (global ratings) of air traffic controllers to fill controller positions in the area of VATSIM Germany. The ATD manager may also revoke the approval of individual controllers to staff specific controller positions (local rating). The ATD chief shall issue guidelines for the training of controllers of VATSIM Germany in accordance with Section 3.10 (Guidelines) of this policy. The ATD manager appoints and dismisses examiners and mentors within VATSIM Germany in accordance with the currently valid guidelines.

3.3.2 Elections and Requirements

The ATD chief must hold at least the C1 rating and must have been an active full member of VATSIM Germany for at least one year without interruption. The ATD chief shall be elected in accordance with Section 4.1 (Indirect Elections) of this policy. The ATD chief shall appoint their deputy. The deputy must fulfil the same requirements as the ATD chief.

3.4 Pilot Training Department (PTD)

3.4.1 Position and Duties

The PTD chief is responsible for the organisation and implementation of pilot training, including the Pilot Mentoring Program (PMP). The PTD chief shall issue guidelines for the training of VATSIM Germany's pilots in accordance with Section 3.10 (Guidelines) of this policy. The PTD chief appoints and dismisses the members of the PTD and PMP teams in the area of VATSIM Germany within the framework of the currently valid guidelines.

3.4.2 Elections and Requirements

The PTD chief must have been an active full member of VATSIM Germany for at least one continuous year. The PTD chief shall be elected in accordance with Section 4.1 (Indirect Elections) of this policy. The PTD chief shall appoint their deputy. The deputy must fulfil the same requirements as the PTD chief.

3.5 NAV Department

3.5.1 Position and Duties

The NAV chief is responsible for organising, collecting and providing navigation data for use by the members of VATSIM Germany. The NAV chief creates sector files for the controller software and manages the frequencies and call signs (in coordination with VATEUD). The NAV chief provides Operational Procedures (SOP) and Letters of Agreement (LOA) in an appropriate form. The NAV chief shall issue guidelines for the implementation of these tasks within VATSIM Germany in accordance with Section 3.10 (Guidelines) of this policy.

3.5.2 Elections and requirements

The NAV chief must have been an active full member of VATSIM Germany for at least one continuous year. The NAV chief shall be elected in accordance with Section 4.1 (Indirect Elections) of this policy. The NAV chief shall appoint their deputy. The deputy must fulfil the same requirements as the NAV chief.

3.6 Event Department

3.6.1 Position and Duties

The Event chief is responsible for the public relations of VATSIM Germany and the coordination of events. The Event chief shall issue guidelines for the implementation of these tasks within VATSIM Germany in accordance with Section 3.10 (Guidelines) of this policy.

3.6.2 Elections and Requirements

The Event chief must be an active full member of VATSIM Germany for at least one continuous year. The Event chief shall be elected in accordance with Section 4.1 (Indirect Elections) of this Constitution. The Event chief shall appoint their deputy. The deputy must fulfil the same requirements as the event chief.

3.7 Pilot Representation

3.7.1 Position and Duties

The Pilot Representation chief represents the interests of all pilots and virtual airlines within VATSIM Germany. The Pilot Representation chief may issue guidelines for the implementation of these tasks within VATSIM Germany in accordance with Section 3.10 (Guidelines) of this policy.

3.7.2 Elections and Requirements

The Pilot Representation chief must have been an active full member of VATSIM Germany for at least one continuous year. The Pilot Representation chief shall be elected in accordance with Section 4.1 (Indirect Elections) of this policy. The Pilot Representation chief shall appoint their deputy. The deputy must fulfil the same requirements as the chief.

3.8 FIR Management

3.8.1 Position and Duties

Each FIR elects two chiefs. The FIR chiefs support the rest of the staff in their duties and make recommendations on the staffing of the respective teams. The FIR chiefs are the link between the staff areas and the local groups of pilots and controllers.

3.8.2 Elections and Requirements

Passive Suffrage In order to be eligible to stand for election within their FIR, a member shall

- have been a member of the FIR for at least one continuous year,
- must have at least the S2 rating.

The above requirements may be waived by staff decision with two-thirds majority. The chiefs have the option of appointing one deputy each. The deputies have to fulfil the same requirements as the FIR chiefs.

Active Suffrage All members of the respective FIR who have been active members of that FIR for at least 180 days continuously in the sense of the Section 2.8 (Inactivity) at the beginning of the voting period are eligible to vote. If a member is unable to vote due to technical problems, they shall immediately report to the election officer and the VATSIM Germany director. They shall jointly decide on the further steps at their own discretion.

Procedure of the Elections Elections shall be held in accordance with Section 4.2 (Direct Elections) of this policy. In addition thereto, the chiefs' positions shall end with the end of the membership of the FIR. An FIR chief who has already been elected is not be eligible to stand for election to the other chief post of the respective FIR. Re-election after the expiry of the term of office is explicitly not affected by this. The elections for the two chief positions must take place consecutively.

3.9 Technology Department

3.9.1 Positions and Duties

The Technology Department chief is responsible for the organisation of the technical requirements, as well as for the provision and maintenance of the services of VATSIM Germany. The Technology Department chief may appoint members to the Technology Department and grant them special rights for the services of VATSIM Germany at their own discretion. The VATSIM Germany director and their deputy have to be informed about this in advance and have a right of veto concerning the allocation of the rights. Furthermore, a list of special accesses and authorisations shall be kept and made accessible to the staff. The Technology Department chief issues guidelines for the provision of services for VATSIM Germany according to Section 3.10 (Guidelines) of this policy.

3.9.2 Elections and Requirements

The Technology Department chief shall be elected in accordance with Section 4.3 (Director's Proposal) of this policy. The Technology Department chief shall appoint their deputy.

3.10 Guidelines

If this policy assigns the creation of guidelines to individual organs, these guidelines are to be published immediately in a suitable form for all members of VATSIM Germany. Amendments to these guidelines shall be presented to the staff in an appropriate form at least 7 days before they come into force. Upon request of at least one voting member of the staff, within 7 days after publication of the amendment, a staff meeting shall be convened to vote on the amendment within 14 days. In this case, the entry into force of the amendment shall be delayed until after the relevant vote.

3.11 Voting Rights

The following staff members are entitled to vote:

- VATSIM Germany director (1 vote)
- ATD chief (1 vote)
- PTD chief (1 vote)
- NAV chief (1 vote)
- Event chief (1 vote)
- Pilot Representation chief (1 vote)
- FIR chiefs (1 vote each, 6 votes in total)

Both elected FIR chiefs have one vote each. Votes are transferable within an FIR or to the corresponding deputy of an organ. In the event that a vote has been delegated to a voting member, that member shall be entitled to vote with their own and all delegated votes.

3.12 Staff Meetings

The VATSIM Germany director or their deputy will immediately invite to a staff meeting if necessary or if at least one member of the staff requests it.

3.12.1 Quorum

The quorum is given if members with at least two thirds of the votes are present in a staff meeting. If this is not the case, the VATSIM Germany director or their deputy can call a new staff meeting in 14 days at the earliest. A quorum will be considered met for this staff meeting, regardless of the number of people present. The other staff members must be promptly informed of the staff meeting's date and the fact that no quorum is required. This will be done through a forum post and an email sent to the address provided by VATSIM Germany.

3.12.2 Minutes

Minutes of the staff meeting should be made available to all staff members within 14 days, preferably via the VATSIM Germany forum. A summary of the staff meeting minutes should be made available to all VATSIM Germany members within 21 days, preferably via the VATSIM Germany forum.

3.13 Staff Decision

Staff decisions are made on important decisions within VATSIM Germany, unless these have been assigned to another organ elsewhere.

3.13.1 Written Consent in Lieu of a Meeting

The staff is able to pass resolutions by a written consent in lieu of a meeting via a suitable medium, in particular via the VATSIM Germany forum or email. The quorum is met if two thirds of the total votes participate.

3.13.2 Resolutions

Unless otherwise regulated elsewhere, resolutions are passed by a simple majority of the members present. Amendment of guidelines within staff meetings must be approved by a two-thirds majority. Unless otherwise provided, in the event of a tie in the first ballot, the ballot shall be re-run. In the event of a tie in the second ballot, the VATSIM Germany director shall have the casting vote.

3.13.3 Publication

Staff decisions have to be published within 14 days via suitable media, especially the forum of VATSIM Germany. At the request of at least one of the voting members present, a staff decision shall not be published.

4 Elections

Except as otherwise provided in this policy, elections of organs shall be held as follows.

4.1 Indirect Elections

The staff calls upon the full members of VATSIM Germany by text form or by announcement in the forum of VATSIM Germany to submit candidate proposals to a staff member within one week. The staff checks the admissibility of the proposed candidates. The admissible candidates are then put to the vote. The organ is elected by staff decision, the Integrated Runoff Voting procedure is preferred. In the event of a tie in the first ballot, a second ballot shall be held directly, without a new search for candidates. In the event of a tie in the second ballot, the vote of the (existing) VATSIM Germany director shall be decisive. New elections have to take place at the latest after two years since the last election, or if the staff decides this by staff resolution with a two-thirds majority. The office ends with the termination of the full membership of the elected member in VATSIM Germany, as well as with the new election of the organ.

4.2 Direct Elections

A staff member appoints an election officer for the election of the organ. The election officer calls on the members of VATSIM Germany by text form or by announcement in the forum of VATSIM Germany to submit candidate proposals to the election officer within seven days. The staff decides on the admissibility within the framework of the criteria stated in the policy. After expiry of the proposal period and examination of the admissibility of all candidates, a seven-day long voting takes place via a service provided by VATSIM Germany to all members entitled to vote according to this policy. The candidate with the most votes according to the Instant Runoff Voting Procedure is elected.

Elections shall be held at the end of two years, by a two-thirds majority vote of the staff, or at the request of the voting members. The following minimum number of votes shall be required for a successful motion for new elections by the voting members:

half of the current voting members × average turnout for the last two FIR chief elections within the respective FIR.

The office ends with the election of the new candidate.

4.3 Director's Proposal

The organ is elected by the staff on the proposal of the VATSIM Germany director. They can be recalled by the VATSIM Germany director at any time. In this case, the VATSIM Germany director informs the staff immediately about the dismissal and proposes a new candidate to the staff.

4.4 Deputy

If this policy allows for a deputy for a position, the office of the deputy ends with the termination of the deputy's full membership in VATSIM Germany, with the appointment of a new deputy, as well as with the new election of the organ's chief.

5 Arbitration Panel

5.1 Appeal

Every member has the right to appeal against decisions of organs of VATSIM Germany. In the event of a complaint, the members of the arbitration panel shall mediate between the complainant and the deciding organ. The complaint does not have a suspensive effect.

5.2 Composition

The arbitration panel consists of three persons who are not members of the staff. The members shall be appointed individually to the arbitration panel by appointment for a period of one year. Each FIR shall send one member appointed by the FIR management to the arbitration panel. Any member of VATSIM Germany who has been an active full member of VATSIM Germany for at least one year without interruption may be appointed as a member of the arbitration panel. A member of the arbitration panel shall automatically resign at his own request, at the latest, however, after one year. Reappointment is possible.

5.3 Working Methods

The arbitration panel shall work on its own responsibility at its own discretion.

6 Amendments to the Policy

The full members of VATSIM Germany shall decide on amendments to this policy. All full members who have been active members of VATSIM Germany for at least 180 days continuously in the sense of Section 2.8 (Inactivity) at the beginning of the voting period are eligible to vote. The VATSIM Germany director calls on the members entitled to vote to participate in the voting by announcement in the forum of VATSIM Germany. The wording of the proposed amendments shall be announced. An amendment shall be adopted by a simple majority of the votes cast. Amendments also require the approval of higher VATSIM bodies to become effective. Prior to voting on an amendment by the members, the VATSIM Germany director shall circulate the amendments and obtain the required approvals.

7 Entry

This policy shall enter into force upon public announcement by the VATSIM Germany director in accordance with the transitional guidelines annexed to this policy.

A Transition Guidelines

The following shall apply to the transition of the previous policy of vACC Germany dated 25 June 2010. This policy shall enter into force on 12.11.2023.

A.1 Election and Appointment of Existing and New Bodies

The NAV, Event and Pilots Representation chiefs shall be advertised and appointed in accordance with this policy at the latest as of the date of entry into force of the policy.

The beginning and end of the term of office of the VATSIM Germany director, as well as the ATD, PTD and Technical Department chiefs shall be kept. The VATSIM Germany director shall additionally appoint his deputy in accordance with this policy.

The FIR management is composed of the existing chiefs of the regional groups. For the chiefs of the *FIR Bremen*, the *RG Berlin* and the *RG Bremen* each provide a chief. For the chiefs of the *FIR Langen*, the *RG Düsseldorf* and the *RG Frankfurt* each provide a chief. Whether the existing chief or deputy chief of the regional group takes over the post of FIR chief shall be determined by mutual agreement between the chief and their deputy. If there is no agreement, the chief of the regional group shall take over. The leadership of the *FIR München* consists of the previous chief and deputy chief of the *RG München*. The end of the term of office of the new FIR chiefs corresponds to the end of the current term of office as RG chief or deputy.

A.1.1 Motion for New Elections

For a successful motion for new elections according to Section 4.2 (Direct Elections), the support of ten percent of the currently eligible members' votes is required within 180 days after the enactment of this policy. Subsequently, twenty-five percent of the votes of the members currently eligible to vote shall be required until the conclusion of the second election within the appropriate FIR. Subsequently, the provisions of the policy apply.

A.2 Transition of VATSIM Germany Members

The previous definition of full membership to VATSIM Germany shall cease to apply. With the entry into force of the policy, only the definition according to Section 2.6 (Full and Guest Memberships and Conversion of Membership) shall apply. For the determination of the start of membership according to Section 2.2 (Start of Membership) and associated entitlements, the previous registration date on the current website will be used. However, the date of the last activity with VATSIM Germany will not be adopted. Initially, the date of entry of this policy will be taken as the date of last activity for each member.

A.3 Transition from RG to FIR Membership

Previous full memberships of a regional group are automatically converted to the corresponding FIR membership¹ (see Table A.1 (conversion of RG to FIR memberships)). The requirement for this is the conversion according to Section A.2 (Transition of VATSIM Germany Members). If a member fulfils all the requirements according to Section 2.7 (FIR Membership), the existing date of joining the regional group shall be taken as the date of joining the FIR. Existing full memberships that do not meet the above requirements and guest memberships shall lapse.

Existing Regional Groups Full Membership	New FIR Membership
RG Berlin ¹ , RG Bremen	FIR Bremen
RG Düsseldorf, RG Frankfurt	FIR Langen
RG München	FIR München

Table A.1: conversion of RG to FIR memberships

¹Existing members of the RG Berlin have the possibility to change to the FIR München within the first 2 months after the entry into force of this policy without changing the date of joining. This one-time change is also possible before the expiration of the 90-day period after the last RG change.