



**भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA**

**DIRECTORATE OF CERTIFICATION OF ATS PERSONNEL  
RAJIV GANDHI BHAWAN, NEW DELHI-110003**

[File No. AAI/CAP/2-002/2017]

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**CAPC**

**CERTIFICATION OF ATS PERSONNEL CIRCULAR NO. 09 of 2017**

**False Declaration or Statement in Class 3 Medical Examination**

**1. Introduction:**

- 1.1 MARC Part – 5, Annexure 1, Form CAP – 05/001 requires the following signed declaration to be submitted by the ATCO applicant to the Designated Medical Examiner in respect of his or her Class 3 Medical Examination process:

*“Declaration I hereby declare that I have carefully considered the statements made above and that to the best of my belief they are complete and correct and that I have not withheld any relevant information or made any misleading statement. I understand that if I have, with intent to deceive, made any false representation for the purpose of procuring for myself a medical certificate, I may be guilty of a disciplinary action.”*

- 1.2 MARC Part – 5, Chapter 1, Page 2, Para 1.2.5.2 specifies that any false declaration or statement given intentionally by the air traffic controller may result in the denial and/ or cancellation of the medical assessment and that, in such cases, AAI may also initiate disciplinary action against the controller.

**2. Purpose:**

- 2.1 Purpose of this circular is to elaborate the disciplinary action mentioned in MARC Part – 5, Chapter 1, Page 2, Para 1.2.5.2 in such cases of furnishing of false declaration or statement during Class – 3 Medical Examination.

**3. Scope:**

- 3.1 This CAPC is applicable to ED (HR) AAI CHQ, REDs, ATS In-charges and the Air Traffic Controllers of AAI.

**4. Procedures:**

- 4.1 When it comes to the notice of the medical assessor during the Class 3 assessment of the medical reports that the declaration given by the applicant is incomplete or appears to be false or does not appear to be true, the medical assessor shall not issue class 3 medical assessment. In case of any doubt, the medical assessor shall seek clarification from the applicant directly and on being satisfied that the information is inadvertently missed out or incorrectly furnished but is insignificant and trivial in nature and has no implication on



provision of Air Traffic Services, the medical assessor may issue class 3 medical assessment in consultation with ED (CAP). However, medical assessor shall record the observation and communicate to the controller through ED (CAP) with a copy to ED (ATM).

- 4.2 When it comes to the notice of the medical assessor during the assessment of the medical report that the false declaration appears to be wilful and significant in nature, medical assessment shall not be issued, and the case will be reported to the ED (CAP) for administrative disposal.
- 4.3 ED (CAP) shall forward the matter to the concerned RED for the purpose of ordering an inquiry. RED shall complete the inquiry within fifteen working days.
- 4.4 On completion of the inquiry, concerned RED shall forward the inquiry report to ED (HR), AAI CHQ with copy to ED (CAP) and ED (ATM).
- 4.5 If the outcome of the inquiry establishes that the Air Traffic Controller has wilfully furnished false declaration or statement during Class 3 Medical Examination Process, the controller shall be deemed to have committed a misconduct and in such cases the provisions of **SO 521 (E), Para 5 (iv), xxviii and xxxvi**, of Airports Authority of India, Employees (Conduct, Discipline and Appeal) Regulations 2003 shall apply and such cases shall be referred to the Disciplinary Authority for appropriate disciplinary action..
- 4.6 In all such cases, confidentiality shall be maintained at all times. The controller concerned shall also be given reasonable opportunity of being heard and defend himself as per the principles of natural justice.

## 5. Queries:

- 5.1 Any queries or further guidance required on the contents of this CAPC should be addressed to:

Executive Director [CAP]  
Airports Authority of India  
Rajiv Gandhi Bhawan, Safdarjung Airport  
New Delhi-110003

E-mail: [edcap@aii.aero](mailto:edcap@aii.aero)

## 6. Validity

- 6.1 This CAPC will remain in force until further notice.

  
**(K.V. MURALI)**  
**EXECUTIVE DIRECTOR [CAP]**  
**AIRPORTS AUTHORITY OF INDIA**  
**Dated: 10-11-2017.**