

# Constitution

Issue 0 | Release 1

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## **1. Scope**

This document outlines the operational principles and rules governing vACC Lithuania. In all matters of operation, vACC Lithuania adheres to the relevant VATSIM and VATEUD policies and regulations. In all cases, VATEUD Division Policy takes precedence over any conflicting provisions. Any terms not specifically defined in this document will be interpreted according to VATEUD Division Policy, VATSIM's Code of Conduct, and the network's regulations.

## **2. Objective**

vACC Lithuania is dedicated to providing professional and immersive air traffic control services across Lithuanian airspace within the VATSIM network. Our mission is to bring real-world procedures to life, ensuring a high level of realism and operational accuracy for all pilots and controllers. We are dedicated to fostering skill development for aspiring air traffic controllers and virtual pilots alike, while building a supportive community that emphasizes continuous learning, personal growth, and a shared passion for aviation.

## **3. Membership**

### **3.1. Application & Refusal**

Any person who agrees with the objectives and rules of the vACC and its parent organizations may apply for membership and become a member of vACC Lithuania. The applicant must submit a valid VATSIM ID and a valid email address. Any member of the VATSIM network registered under the location of Europe, Middle East and Africa - Europe (except UK) - Lithuania (ref. personal VATSIM account – Profile page) is considered to be a member of vACC Lithuania.

Membership of vACC Lithuania is a privilege and not a right. The staff reserves the right to refuse an application if the attitude of the applicant is considered not compatible with VATSIM Regulations.

### **3.2. Terms of Conduct**

On the VATSIM network, on the vACC Lithuania official forum, and when presenting himself/herself as a member of vACC Lithuania within the Flight Simulation community, members agree to the following Terms of Conduct:

#### **3.2.1. Member Shall:**

1. Abide by the regulations of the parent organizations of vACC Lithuania.
2. Forbear discussing of racial, religious, political, sexual and other sensitive matters.

3. Treat each other with mutual respect. Don't threaten, harass or belittle other members. There should be no finger pointing.
4. Forbear soap-boxing and conversely accept advice from more experienced peers.
5. Follow instructions regarding manning of ATC-positions within vACC airspace.
6. Abide by the decisions made, as they have been made in good faith to comply with the purposes as stated above.
7. File any complaint to the staff, do not voice grievances publicly.
8. Follow debates and information provided in the vACC forum.

### **3.2.2. Member is entitled to:**

1. Receive a fair and just treatment.
2. Provide ATC-service within vACC Lithuania airspace, after being approved by examiners.
3. Get advice and training in ATC procedures upon request, as soon as feasible according to Training Director commitments and priorities.
4. Obtain ATC rating upgrade once considered qualified, as soon as practically feasible.
5. Propose suggestions for changes: these should be addressed to the director or another competent staff member, and labelled "formal proposals".

### **3.3. Termination of membership**

Upon termination of vACC Lithuania membership, the member is removed from the list of members and immediately loses all privileges within vACC Lithuania. vACC Lithuania has no obligation as to retain or remove traces (documents, forum postings etc.) of the member's past activities within the vACC. After termination the member loses all rights within the area of responsibility of the vACC.

#### **3.3.1. Termination by the member:**

Any member may terminate his or her membership at any time by giving notice in writing to the staff or the person commissioned to that task.

## **4. Management**

The management team of vACC Lithuania oversees the daily operations and strategic development of the vACC, ensuring high-quality service and the effective representation of its members within the VATSIM network.

*Staff Positions:*

1. ACCLT1 – Director
2. ACCLT2 – Deputy Director
3. ACCLT3 – Training Director

4. ACCLT4 – Events Director
5. ACCLT5 – Technical Director

## **5. Definitions**

### **5.1. Director**

The work in the vACC is led by the Director. The Director represents the organization towards its parent and other organizations. The Director has the overall responsibility for all subordinated areas and the main responsibility for all areas not covered by any other staff position. It is then a Director's responsibility to ensure that other staff positions are adequately manned, and to preserve mutual communications between vACC and its parent organizations about any subject which may concern one another.

### **5.2. Deputy Director**

Deputy Director is a position of second in command after the Director and responsible for managing and overseeing the operations of the Staff Members as well as organization in general.

### **5.3. Training Director**

The Training Director has overall responsibility for the Training Department.

The Training Director is also responsible for:

1. Providing ATC training for vACC members;
2. Issuing rating upgrades;
3. Reporting relevant Training/Upgrading issues to other vACC staff and VATEUD;
4. Maintaining SOPs, LOPs, LOAs and other documentation regarding training and operations;
5. Recruitment of new mentors and termination of the inactive ones.

### **5.4. Events Director**

Organizes and publishes events in coordination with foreign vACC, provides evaluation of available controllers for staffing ATC positions, publishes notices about events, utilizing vACC resources, such as Forum, Discord Server, Facebook, etc. and is responsible for external communications on behalf of vACC Lithuania.

## **5.5. Technical Director**

The Technical Manager is responsible for maintaining the proper functioning of vACC resources such as website, Discord Server, etc.

## **6. Staff appointment, resignation and dismissal**

### **6.1. Appointment of Staff**

Appointment of staff, with a notable exception of the vACC Director, is done by the Director, after evaluative advice from other staff members.

Assistants are appointed by the staff member in need of assistance upon tacit approval of the director. The director should be informed about the appointment along with the description of the tasks that the assistant has been assigned to.

### **6.2. Resignation**

Staff members have the right to resign. They are to inform the director well in advance, and it is considered good manners to perform their duties until a successor has been appointed. The staff member resigning should help the successor and introduce him/her to the task and hand over all material needed to run the office.

### **6.3. Dismissal**

Dismissal is executed by the Director of vACC Lithuania if not otherwise stated below.

Staff members may not be dismissed unless they have violated any part of the vACC or VATSIM rules. Discussions should be held with the affected staff member and efforts be made to avoid dismissal. The dismissal must be discussed with all and approved by at least three of the executive staff before it can be executed.

Deputies and Assistants can also be dismissed if their tasks have been fulfilled, or there is no longer a need for the assistance. Dismissal is executed by the executive staff member responsible for that deputy/assistant, upon explicit approval of the director.

## **7. Meetings**

Staff meetings are held at least four times a year, once in each quarter.

The date of the meeting should be announced to the staff at least two weeks before it is held.