



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Tel.: + (514) 954-8219

Ref.: TC 2/3.38 (12/801) – 21/30

8 April 2021

Subject: Republic of Korea – ICAO Developing
Countries Training Programme 2021

Action required: To note information and,
if interested, complete on-line Application Form

Sir/Madam,

I have the honour to refer to the jointly established Republic of Korea – ICAO Developing Countries Training Programme, which is sponsored by the Office of Civil Aviation, Ministry of Land, Infrastructure and Transport (MOLIT) and administered by ICAO's Technical Cooperation Bureau. Since 2001, 2,668 trainees from 134 States successfully completed the training programme, including on-site training in Africa and Latin America.

I am pleased to announce that in 2021, under the above Programme, training will be offered to 200 participants from developing States in three courses. Details on the courses offered as well as the terms and conditions applicable to these fellowships are explained in **Attachments A to C**. It is important to note, however, that course content and course delivery are outside the Organization's purview and hence the sole responsibility of the MOLIT. Applicants are required to complete the on-line Application Form at www.korea-ftp.org. Kindly note that States having submitted applications will be informed of the result of the selection at least four weeks prior to the commencement of the course.

Accept, Sir/Madam, the assurances of my highest consideration.

Fang Liu
Secretary General

Enclosures¹:

- A – Republic of Korea – ICAO Developing Countries Training Programme 2021
- B – Course Details
- C – Official Nomination Form

¹ In English only

The 2021 Republic of Korea – ICAO Training Programme for Aviation Personnel

1. Overview

The Republic of Korea (ROK) has launched the Training Programme to contribute to the evolution and safety of the world's aviation industry since 2001. In 2006, ROK and ICAO, recognizing the importance of assistance and cooperation in the aviation training, established the training programme, which is sponsored by the Government of the ROK and administered by the ICAO Technical Cooperation Bureau, and conducted by Korea aviation academies

2. E-learning Courses

Codes	Courses	Duration	Delivery	Dates	Closing application	Participants	Organization (Training Center)
1	Airport CS Quality Management	10	On-line	10 to 21 May	20 April	20	IAAA
2	Airport Construction & ORAT (For Asia)	4	Virtual	8 to 11 June	4 May	15	IAAA
3	Airport Construction & ORAT(For Africa)	4	Virtual	22 to 25 June	4 May	15	IAAA
4	Airport PBB Operation	10	On-line	5 to 16 July	4 May	20	IAAA
5	Airport Landside Security	5	Virtual	6 to 10 Sep	6 Aug	20	IAAA
6	Aerodrome Safety Management incorporating PANS-Aerodromes	5	Virtual	11 to 15 Oct	6 Aug	10	IAAA
7	DVOR Theory(For Central and South America)	3	On-line	29 Nov to 1 Dec	27 Aug	25	KCATC
8	DVOR Theory(For Asia-Pacific)	3	On-line	29 Nov to 1 Dec	27 Aug	25	KCATC
9	ILS Theory(For Central and South America)	3	On-line	6 to 8 Dec	27 Aug	25	KCATC
10	ILS Theory(For Asia-Pacific)	3	On-line	6 to 8 Dec	27 Aug	25	KCATC

Note 1: — *The course schedule and the number of participants can be subject to change due to circumstances.*

Note 2: — *Applicants are required to complete the on-line Application Form at www.korea-ftp.org.*

Note 3: — *It is required for all applicants to submit the Official letter with the Nomination Form authorized by applicants' Government.*

3. Training institute

IAAA

Incheon Airport Aviation Academy (IAAA) was selected as an ICAO Regional Training Center of Excellence on 11 September 2014. IAAA is authorized to develop and deliver ICAO Training Packages in the following areas: Aerodromes, Air Navigation, Flight Safety and Safety Management. Additionally, as a TRAINAIR PLUS Member, IAAA has been delivering several TRAINAIR PLUS Standardized Training Packages (STPs) for national and international trainees. In addition, IAAA was designated as the ACI-GTH (Airports Council International Global Training Hub) in the Asia-Pacific Region by agreement reached between Incheon Airport and ACI on 16 April 2007.



AIRPORT CUSTOMER SERVICE QUALITY MANAGEMENT

1. Purpose

This course will deliver practical methodology and skills required for managing airport customer service quality and provide participants with relevant information, helping them in establishing airport service management system which is essential for the development of the aviation industry in their countries.

2. Contents

- Airport Customer Service Standards Management
- Field Inspection Management for SLA (Service Level Agreement)
- VOC (Voice of Customer) Management
- Customer Satisfaction Survey Management
- Airport Community Alignment Management

Note: — *There will be E-learning classroom accessible regardless of time.*

Note: — *As this course is accredited by ICAO TRAINAIR PLUS in accordance with ICAO TRAINAIR PLUS STP, ICAO certificate will be awarded to those participants who have completed this course successfully.*

3. **Participants:** 20

4. Training institute: IAAA

- Address: 557 Yongyu-ro, Jung-gu, Incheon, Republic of Korea
- Course Coordinator: Ms. Jiyeon Park

5. Participation requirements

- Minimum of three years' experience in airport operation and/or customer service;
- Proficient in spoken English;
- Did not participate in the ROK – ICAO fellowship training programme within the last three years;
- Submission of the Official Nomination Form duly authorized by applicants' Government.

6. Expenses

- IAAA will bear the course fees.

7. Process of application and selection

- a) Access the registration menu on the website (www.korea-ftp.org) with your e-mail address and password.
- b) Complete the application form and upload the state letter with the official nomination form

- (Attachment C).
- c) Applicant will receive the award from ICAO according to the results from the Korean Selection Committee.
 - d) IAAA will contact the participants regarding online course registration

Note: — *Selections will be made by the Selection Committee in the Republic of Korea based on the information provided in the application form, state letter from the Aviation Authority and official nomination form submitted via the website (www.korea-ftp.org).*

8. CONTACTS

- Information on the course and academy:
 - Ms. Jiyeon Park
Incheon Airport Aviation Academy, Incheon International Airport Corporation
Telephone: 82 32 741 6727, Fax: 82 32 741 2090
E-mail: jiyeon_park@airport.kr
- Submission of the registration form and other files and accessing the website:
 - Mr. Kyungjoon Jang
Ministry of Land, Infrastructure and Transport
Telephone: 82 44 201 4362, Fax: 82 44 201 5637
E-mail: koreaftp@korea.kr

AIRPORT CONSTRUCTION & ORAT

1. Purpose

This course is aimed to improve participants' relevant knowledge and capabilities by providing field oriented training program based on the construction and operation skills of Incheon International Airport.

2. Contents

- Airport Master Planning
- Airport Design and Physical Characteristics
- Airport Construction Management
- Airport ORAT

Note: — *There will be online live interactive virtual classroom sessions per day.*

3. Participants: 15

4. Training institute: IAAA

- Address: 557 Yongyu-ro, Jung-gu, Incheon, Republic of Korea
- Course Coordinator: Ms. Jiyeon Park

5. Participation requirements

- Minimum of three years' experience in airport construction and/or planning;
- Proficient in spoken English;
- Did not participate in the ROK – ICAO fellowship training programme within the last three years;
- Submission of the Official Nomination Form duly authorized by applicants' Government.

6. Expenses

- IAAA will bear the course fees.

7. Process of application and selection

- a) Access the registration menu on the website (www.korea-ftp.org) with your e-mail address and password.
- b) Complete the application form and upload the state letter with the official nomination form (Attachment C).
- c) Applicant will receive the award from ICAO according to the results from the Korean Selection Committee.
- d) IAAA will contact the participants regarding online course registration

Note: — *Selections will be made by the Selection Committee in the Republic of Korea based on the information provided in the application form, state letter from the Aviation Authority and official nomination form submitted via the website (www.korea-ftp.org).*

8. CONTACTS

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AIRPORT PBB OPERATION

1. Purpose

This course will provide airport PBB operators with the necessary knowledge, skills and attitudes to ensure that airport PBB operation is implemented appropriately in accordance with PBB operations described in the manual and procedures of airport operation.

2. Contents

- Prepare necessary items for PBB operation.
- Manage PBB pre-operation check-up
- Confirm PBB preparation for docking
- Perform docking to and undocking from aircraft
- Respond to PBB potential malfunction and emergency situation

Note: — *There will be E-learning classroom accessible regardless of time.*

Note: — *As this course is accredited by ICAO TRAINAIR PLUS in accordance with ICAO TRAINAIR PLUS STP, ICAO certificate will be awarded to those participants who have completed this course successfully.*

3. **Participants:** 20

4. Training institute: IAAA

- Address: 557 Yongyu-ro, Jung-gu, Incheon, Republic of Korea
- Course Coordinator: Ms. Jiyeon Park

5. Participation requirements

- Minimum of three years' experience in the airport operation and/or PBB operation;
- Proficient in spoken English;
- Did not participate in the ROK – ICAO fellowship training programme within the last three years;
- Submission of the Official Nomination Form duly authorized by applicant's Government.

6. Expenses

- IAAA will bear the course fees.

7. Process of application and selection

- a) Access the registration menu on the website (www.korea-ftp.org) with your e-mail address and password.
- b) Complete the application form and upload the state letter with the official nomination form (Attachment C).
- c) Selection Process by Korean Selection Committee.

- d) Applicant will receive the award from ICAO according to the results from the Korean Selection Committee.
- e) IAAA will contact the participants regarding online course registration.

Note: — *Selections will be made by the Selection Committee in the Republic of Korea based on the information provided in the application form, state letter from the Aviation Authority and official nomination form submitted via the website (www.korea-ftp.org).*

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E-mail: koreaftp@korea.kr

AIRPORT LANDSIDE SECURITY

1. Purpose

This course will provide relevant aviation security personnel with necessary knowledge and skills to design and implement preventive security measures in the landside area of an airport, in accordance with ICAO Annex 17, Aviation Security Manual Doc 8973, the state's National Civil Aviation Security Program (NCASP) and Airport Security Program(ASP).

2. Contents

- Threat and risk analysis for the landside security
- Development of Security Measures in the landside
- Security Design of airport landside facilities
- Development of ASP Contingency plan for the landside security
- Security Culture for the Airport Landside

Note: — *There will be online live interactive virtual classroom sessions per day.*

Note: — *As this course is accredited by ICAO TRAINAIR PLUS in accordance with ICAO TRAINAIR PLUS STP, ICAO certificate will be awarded to those participants who have completed this course successfully.*

3. **Participants:** 20

4. Training institute: IAAA

- Address: 557 Yongyu-ro, Jung-gu, Incheon, Republic of Korea
- Course Coordinator: Ms. Jiyeon Park

5. Participation requirements

- Minimum of three years' experience in the airport security;
- Proficient in spoken English;
- Did not participate in the ROK – ICAO fellowship training programme within the last three years;
- Submission of the Official Nomination Form duly authorized by applicant's Government.

6. Expenses

- IAAA will bear the course fees.

7. Process of application and selection

- a) Access the registration menu on the website (www.korea-ftp.org) with your e-mail address and password.
- b) Complete the application form and upload the state letter with the official nomination form (Attachment C).

- c) Selection Process by Korean Selection Committee.
- d) Applicant will receive the award from ICAO according to the results from the Korean Selection Committee.
- e) IAAA will contact the participants regarding online course registration.

Note: — *Selections will be made by the Selection Committee in the Republic of Korea based on the information provided in the application form, state letter from the Aviation Authority and official nomination form submitted via the website (www.korea-ftp.org).*

8. Contacts

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Telephone: 82 32 741 6727, Fax: 82 32 741 2090
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E-mail: koreaftp@korea.kr

AERODROME SAFETY MANAGEMENT INCORPORATING PANS-AERODROMES

1. Purpose

This course will provide with necessary knowledge and skills to implement and maintain an effective Safety Management System at an aerodrome, in accordance with ICAO Doc.9981 PANS Aerodromes as stipulated in ICAO Annex 14, Volume 1 and in Annex 19.

2. Contents

- General Introduction to Aerodrome Safety Management
- Introduction to Safety Management
- Safety Policy & Objectives
- Safety Hazard & Risk Analysis
- Safety Risk Management
- Safety Assurance & Promotion

Note: — *There will be online live interactive virtual classroom sessions per day.*

Note: — *As this course is accredited by ICAO TRAINAIR PLUS in accordance with ICAO TRAINAIR PLUS STP, ICAO certificate will be awarded to those participants who have completed this course successfully.*

3. Participants: 10

4. Training institute: IAAA

- Address: 557 Yongyu-ro, Jung-gu, Incheon, Republic of Korea
- Course Coordinator: Ms. Jiyeon Park

5. Participation requirements

- Minimum of three years' experience in the airport operation and/or safety;
- Proficient in spoken English;
- Did not participate in the ROK – ICAO fellowship training programme within the last three years;
- Submission of the Official Nomination Form duly authorized by applicant's Government.

6. Expenses

- IAAA will bear the course fees.

7. Process of application and selection

- a) Access the registration menu on the website (www.korea-ftp.org) with your e-mail address and password.
- b) Complete the application form and upload the state letter with the official nomination form (Attachment C).

- c) Selection Process by Korean Selection Committee.
- d) Applicant will receive the award from ICAO according to the results from the Korean Selection Committee.
- e) IAAA will contact the participants regarding online course registration.

Note: — *Selections will be made by the Selection Committee in the Republic of Korea based on the information provided in the application form, state letter from the Aviation Authority and official nomination form submitted via the website (www.korea-ftp.org).*

8. Contacts

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- Submission of the registration form and other files and accessing the website:
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 - Telephone: 82 44 201 4361, Fax: 82 44 201 5637
 - E-mail: koreaftp@korea.kr

DOPLER VHF OMNI-DIRECTIONAL RANGE(DVOR) PRINCIPLE

1. Purpose

To prepare the foundation for aviation development in participating countries by improving participants' maintenance and management abilities through training in basic principles of ICAO's standard Doppler VHF Omni-Directional Range(DVOR)

2. Contents

- Basic concepts of DVOR
- Doppler effect theory
- DVOR principle of functioning
- General description of block diagrams
- DVOR operation and maintenance methods
- ICAO's SARPs for DVOR
- AM, FM, and space modulation in VOR

Note: — *There will be E-learning classroom accessible regardless of time.*

3. Participants: 25

4. Training institute: KCATC

- Address: 22-55, Namgye-gil, Munui-myeon, Sangdang-gu, Cheongju-si, Chungbuk, ROK
- Course Coordinator: Ms. Soobin Yun

5. Participation requirements

- Work experience in civil aviation in participating countries;
- Minimum of three years of air navigation aids maintenance experience and have a good understanding of electronic circuitry;
- Have a good command of both spoken and written English

6. Expenses

- KCATC will bear the course fees.

7. Process of application and selection

- a) Access the registration menu on the website (www.korea-ftp.org) with your e-mail address and password.
- b) Complete the application form and upload the state letter with the official nomination form (Attachment C).
- c) Selection Process by Korean Selection Committee.
- d) Applicant will receive the award from ICAO according to the results from the Korean Selection Committee.
- e) KCATC will contact the participants regarding online course registration.

Note: — *Selections will be made by the Selection Committee in the Republic of Korea based on the information provided in the application form, state letter from the Aviation Authority and official nomination form submitted via the website (www.korea-ftp.org).*

8. Contacts

- Information on the course and academy:
 - Ms. Soobin Yun
Civil Aviation Training Center, Korea Airports Corporation
Telephone: 82 43 290 2317, Fax: 82 43 290 2400
E-mail: syun@airport.co.kr

- Submission of the registration form and other files and accessing the website:
 - Mr. Kyungjoon Jang
Ministry of Land, Infrastructure and Transport
Telephone: 82 44 201 4362, Fax: 82 44 201 5637
E-mail: koreaftp@korea.kr

INSTRUMENT LANDING SYSTEM(ILS) PRINCIPLE

1. Purpose

To prepare the foundation for aviation development in participating countries by improving participants' maintenance and management abilities through training in basic principles of ICAO's standard Instrument Landing System(ILS)

2. Contents

- Basic concepts of Localizer(LLZ) and Glide Path(GP)
- ILS Signal Radiation Pattern
- Space Modulation Theory
- Difference in Depth of Modulation Theory
- Glide Path Antenna Array & Proximity Effect

Note: — *There will be E-learning classroom accessible regardless of time.*

3. Participants: 25

4. Training institute: KCATC

- Address: 22-55, Namgye-gil, Munui-myeon, Sangdang-gu, Cheongju-si, Chungbuk, ROK
- Course Coordinator: Ms. Soobin Yun

5. Participation requirements

- Work experience in civil aviation in participating countries;
- Minimum of three years of air navigation aids maintenance experience and have a good understanding of electronic circuitry;
- Have a good command of both spoken and written English

6. Expenses

- KCATC will bear the course fees.

7. Process of application and selection

- a) Access the registration menu on the website (www.korea-ftp.org) with your e-mail address and password.
- b) Complete the application form and upload the state letter with the official nomination form (Attachment C).
- c) Selection Process by Korean Selection Committee.
- d) Applicant will receive the award from ICAO according to the results from the Korean Selection Committee.
- e) KCATC will contact the participants regarding online course registration.

Note: — *Selections will be made by the Selection Committee in the Republic of Korea based on the information provided in the application form, state letter from the Aviation Authority and official nomination form submitted via the website (www.korea-ftp.org).*

8. Contacts

- Information on the course and academy:
 - Ms. Soobin Yun
Civil Aviation Training Center, Korea Airports Corporation
Telephone: 82 43 290 2317, Fax: 82 43 290 2400
E-mail: syun@airport.co.kr

- Submission of the registration form and other files and accessing the website:
 - Mr. Kyungjoon Jang
Ministry of Land, Infrastructure and Transport
Telephone: 82 44 201 4362, Fax: 82 44 201 5637
E-mail: koreaftp@korea.kr

The 2021 Republic of Korea – ICAO Training Programme for Aviation Personnel

OFFICIAL NOMINATION FORM

Note:— *This form must be completed in full, scanned and uploaded via the website (www.korea-ftp.org). Incomplete forms will not be considered.*

The Government of _____ (Name of Country)
officially nominates _____ (Full Name)
for participation in _____ (Name of Training Course)
as organized by the Korean Government,
and certifies that:

- a) the nominee has an adequate knowledge and/or expertise in the training field to fulfill the requirements for the training course;*
- b) the nominee is proficient in spoken and written English, which enables him/her to participate in the training.*

Name of Authorizing Official: _____

Date: _____ **Signature:** _____
(Authorizing Official's Signature)

Nominee's Contact Information

Name of Organization: _____

Position/Title: _____

Telephone: _____ E-mail: _____

(Official Seal or Stamp Here)