



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

Ref.: TC 2/3.81 (INS/21/801) – 21/43

18 June 2021

**Subject:** Indonesia – ICAO Developing Countries Training Programme 2021

**Action required:** To note information and, if interested, complete online Fellowship and Scholarship Application Forms

Dear Sir/Madam,

I have the honour to refer to the jointly established Indonesia – International Civil Aviation Organization (ICAO) Developing Countries Training Programme (DCTP), which is sponsored by the Indonesian Government and administered by ICAO's Technical Cooperation Bureau (TCB). The DCTP was established in May 2021 for three years from September 2021 to September 2023 and will provide 138 Fellowships over the course of three years.

I am pleased to announce that in 2021, 46 Fellowships will be available under the DCTP. Details of the courses as well as terms and conditions applicable to these Fellowships are explained in **Attachments A, B and C** for DCTP. 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 Government of Indonesia.

Nominating governments should complete and endorse the Nomination Form available online before applicants proceed with the online application as follows:

For DCTP Fellowships: <https://www.trainairplus.id>

Kindly note that States who have submitted candidates will be informed of the result of the selection about three weeks prior to the commencement of the course.

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

Fang Liu  
Secretary General

**Attachments:** (in English only)

- A – Information on Indonesia – ICAO Developing Countries Training Programme 2021
- B – Fellowship Nomination Form
- C – Description of the four Courses being offered

**Indonesia - ICAO Developing Countries Training Programme 2021**

Indonesia and ICAO jointly established the Developing Countries Training Programme (DCTP) in 2021. Sponsored by the Indonesia Government and administered by the ICAO Technical Cooperation Bureau, the DCTP provides fellowships for specialized training program conducted by the Human Resources Development in Transportation Agency (HRDTA). Three training courses will be available in 2021, and we welcome applications from government officials of eligible developing ICAO Member States.

Details of the courses (delivered through virtual classroom sessions) can be found below, please refer to the fellowships page on **Indonesia Train Air Plus** website for updates <https://www.trainairplus.id>.

Course	Participants	Date	Application Closing Date	Time of Live Virtual Class (JKT/GMT+7)
MATI (Managing Aviation Training Intelligence)	15	Oct 2021	Sept 2021	1300-1930 hrs
CORSIA (Carbon Offsetting and Reduction Scheme for International Aviation) Verification	16	Oct 2021	Sept 2021	1300-1930 hrs
TMC (Training Managers Course)	15	Oct 2021	Sept 2021	1300-1930 hrs

### **Terms of Fellowships and Application Procedures**

The Government of Indonesia will bear the training fees for participants accepted for the courses. Nominating Governments should nominate no more than two candidates for each course and indicate which candidate should take priority if more than one is nominated.

Fellowship applications should be submitted online at <https://www.trainairplus.id> by the stated closing dates. Nomination Forms, signed and endorsed by Director-General of Civil Aviation or equivalent, must be completed and submitted as part of the online application.

For enquiries, please contact:

Air Transportation Human Resources Development Center

Tel: +62 21 5982207 Fax: +62 21 5982279

Email: [registration@trainairplus.id](mailto:registration@trainairplus.id)

Civil Aviation Centre of Curug

Tel: +62 21 5987196 Fax: +62 21 5985117

Email: [training@bp3curug.or.id](mailto:training@bp3curug.or.id)

Attachment B to State Letter – TC 2/3.81 (INS/21/801) 21/43  
INDONESIA – ICAO – Developing Countries Training Programme  
Fellowship Nomination Form

Note: *This form must be completed in full, scanned and uploaded via the website (<https://www.trainairplus.id>). 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 Indonesia 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)

INDONESIA – ICAO – DEVELOPING COUNTRIES TRAINING PROGRAMME  
CORSIA (CARBON OFFSETTING AND REDUCTION SCHEME FOR INTERNATIONAL AVIATION)  
VERIFICATION COURSE

1. Course Type: ICAO ITP
2. Delivery Mode: Classroom/ Virtual Classroom
3. Language: English
4. Duration: 3 days / 18 hours
5. Maximum Participants: 16
6. Description:

Request to Host the Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA) Verification Course provides training on how to verify CO<sub>2</sub> Emissions Reports that have been prepared by Aeroplan operators, in accordance with the provisions of the CORSIA Standards and Recommended Practices (SARPs).
7. Objective:

Perform the CORSIA monitoring, reporting, and verification (MRV) requirements as outlined in Annex 16 — *Environmental Protection*, Volume IV, and the *Environmental Technical Manual* (Doc 9501), Volume IV; Apply the verification requirements as outlined in Annex 16, Volume IV and, Doc 9501, Volume IV, including materiality threshold, verification criteria, verification scope and objectives and the Verification Report preparation and submission requirements; be able to correctly identify the scope of applicability for CORSIA MRV requirements, as well as for CORSIA offsetting requirements; and Apply a working knowledge of the fuel use monitoring methods and of the ICAO CORSIA CO Estimating & Reporting Tool (CERT) as outlined in Annex 16, Volume IV.
8. Entry Requirements:

Working knowledge of ISO 14064-3:2006 is required;

Knowledge of ISO 14065:2013 is desirable.

9. Expenses: Free

10. Contact Information

**Air Transportation Human Resources Development Center**

Tel: +62 21 5982207 Fax: +62 21 5982279

Email: [registration@trainairplus.id](mailto:registration@trainairplus.id)

**Civil Aviation Centre of Curug**

Tel: +62 21 5987196 Fax: +62 21 5985117

Email: [training@bp3curug.or.id](mailto:training@bp3curug.or.id)

11. Process of application and selection

- a) Access the registration menu on the website ([https:// www.trainairplus.id](https://www.trainairplus.id)) with your e-mail address and password
- b) Complete the application form and upload the state letter with official nomination form (Attachment B).
- c) Selection Process by the Indonesia Selection Committee.

12. APPLICATION DEADLINE **September 2021 (18:00, Jakarta Local Time)**

INDONESIA – ICAO – DEVELOPING COUNTRIES TRAINING PROGRAMME  
MANAGING AVIATION TRAINING INTELLIGENCE (MATI) COURSE

1. Course Type: ICAO ITP
2. Delivery Mode: Virtual Classroom
3. Language: English
4. Duration: 5 days / 30 hours
5. Maximum Participants: 15
6. Description:
7. The MATI course aims to broaden the management approach of Civil Aviation Training Centre managers to practice decision-making based on managing all available aviation training intelligence. Consulting State master plans, organization analyses, evaluating training needs data, and post-training data to build the training center portfolio and operational plan is critical to improve States' or regions' Universal Safety Oversight Audit Programme (USOAP) audit results and meet aviation growth projections with qualified personnel. Implementing an information and training management system is the key to effective management of aviation training intelligence.
8. Objective:  
Upon completion of the course, participants will be able to accomplish the following:
  - a) Manage compliance of their training organization with ICAO provisions;
  - b) Manage the core business mission and vision;
  - c) Manage Aviation Training Intelligence;
  - d) Establish strategic, operational and implementation plans;
  - e) Manage Key Performance Indicators (KPIs) for training operations;
  - f) Use advanced leadership practices;
  - g) Implement an integrated training management system.
9. Entry Requirements:



Current or future management responsibility or decision authority within the training organization.

10. Expenses: Free

11. Contact information

**Air Transportation Human Resources Development Center**

Tel: +62 21 5982207 Fax: +62 21 5982279

Email: [registration@trainairplus.id](mailto:registration@trainairplus.id)

**Civil Aviation Centre of Curug**

Tel: +62 21 5987196 Fax: +62 21 5985117

Email: [training@bp3curug.or.id](mailto:training@bp3curug.or.id)

12. Process of application and selection

- a) Access the registration menu on the website ([https:// www.trainairplus.id](https://www.trainairplus.id)) with your e-mail address and password
- b) Complete the application form and upload the state letter with official nomination form (Attachment B).
- c) Selection Process by the Indonesia Selection Committee.

13. APPLICATION DEADLINE **September 2021 (18:00, Jakarta Local Time)**

INDONESIA – ICAO – DEVELOPING COUNTRIES TRAINING PROGRAMME  
TMC (TRAINING MANAGERS COURSE)

1. Course Type: ICAO ITP
2. Delivery Mode: Virtual Classroom
3. Language: English
4. Duration: 4 days / 24 hours
5. Maximum Participants: 15
6. Description:
7. The ICAO TRAINAIR PLUS Training Managers Course (TMC) addresses the operational aspects of managing an aviation training organization that meets the required standards of operation, training delivery, and quality management. It will enable the participants to apply the ICAO training organization assessment guidelines in order to prepare their training organization to meet and maintain operational and quality standards for ICAO recognition.
8. Objective:  

Upon completion of the course, participants will be able to manage their operational teams to:

  - a) Identify requirements for the establishment of an aviation Training Organization;
  - b) Evaluate the level of compliance of a training centre with ICAO provisions;
  - c) Develop an action plan to ensure compliance of a Training Organization with relevant international requirements.
9. Entry Requirements:  

Current or future management responsibility or decision authority within the training organization.
10. Expenses: Free
11. Contact information

**Air Transportation Human Resources Development Center**

Tel: +62 21 5982207 Fax: +62 21 5982279

Email: [registration@trainairplus.id](mailto:registration@trainairplus.id)

**Civil Aviation Centre of Curug**

Tel: +62 21 5987196 Fax: +62 21 5985117

Email: [training@bp3curug.or.id](mailto:training@bp3curug.or.id)

12. Process of application and selection

- a) Access the registration menu on the website ([https:// www.trainairplus.id](https://www.trainairplus.id)) with your e-mail address and password;
- b) Complete the application form and upload the state letter with official nomination form (Attachment B);
- c) Selection Process by the Indonesia Selection Committee.

13. APPLICATION DEADLINE **September 2021 (18:00, Jakarta Local Time)**