



International Civil Aviation Organization

**SIXTEENTH MEETING OF THE  
COMMUNICATIONS/NAVIGATION/SURVEILLANCE AND  
METEOROLOGY SUB-GROUP (CNS/MET SG/16) OF APANPIRG**

Bangkok, Thailand, 23 – 27 July 2012

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**Agenda Item 15: Other Met Issues (Competency Training)**

**INFORMATION ON PREPARATION FOR COMPETENCY ASSESSMENT TEST**

(Presented by Singapore)

**SUMMARY**

This paper presents information on Singapore's preparation for Competency Assessment for Aeronautical Meteorological Personnel

This paper relates to –

**Strategic Objectives:**

**A: Safety** - *Enhance global civil aviation safety*

**C: Environmental Protection and Sustainable Development of Air Transport** - *Foster harmonized and economically viable development of international civil aviation that does not unduly harm the environment*

**Global Plan Initiatives:**

GPI-19 Meteorological Systems

**1. Introduction**

1.1 In line with the World Meteorological Organization (WMO)'s requirements for all Aeronautical Personnel to meet WMO Competency Standards by November 2013, all National Meteorological Services (NMSs) are required to ensure competent and qualified Aeronautical Meteorological Personnel (AMP) undertake key roles in the provision of meteorological services to the aviation community.

1.2 To ensure that Singapore's AMP meet the Competence Standards by November 2013, Meteorological Service Singapore (MSS) has over the past year, taken several initiatives to prepare our AMP for the Competence Assessment Test in 2013.

**2. Discussion**

2.1 In July 2011, a proposal on the development and implementation plan of a Competency Assessment System (CAS) for AMP was presented to the MSS Management. MSS's AMP include the Aeronautical Meteorological Observers (AMOs), the Aeronautical Meteorological Forecasters (AMFs) and the Aeronautical Meteorological Technicians (AMTs).

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**2.2 CAS in MSS included**

(i) A series of half-day talks conducted by a CAS-trained senior Meteorological Officer. The objective of the series of talks is to familiarise our AMP about the CAS, to explain and help our AMP understand the rationale and need for such an Assessment. Feedback and comments were collated and discussed after each talk and any clarification and/or concern addressed and resolved promptly.

(ii) Regular publication of newsletters. These newsletters were circulated internally to keep all staff updated on the status of our progress of the CAS.

(iii) Trial practical and written assessments for our AMP. These trial assessments are part of our preparation for the Competency Assessment Tests in 2013. As of July 2012, our AMOs and AMTs have completed the trial assessments. Assessment results are analysed and discussed with the officers to fill any gaps in skills and knowledge as well as to identify strengths and areas for improvement. Trial competency assessments for AMFs will commence in August 2012.

(iv) Conduct of refresher training. The refresher training for AMP comprises of lectures on basic meteorology as well as a review of standard operating procedures (SOPs) and operational manuals AMP reference in their daily work.

2.3 For the rest of 2012 and in the first half of 2013, training will continue to be conducted for all AMP. For officers who require assistance in some work areas, more training will be provided to further prepare them for the Competency Assessment Test in 2013.

2.4 The following summarizes the work done in Singapore to prepare our AMP for CAS

<b>Time</b>	<b>Description of Work done</b>
July 2011	Proposed an implementation plan of CAS to Management
Aug 2011	A series of talks organized to inform AMP about CAS
Sep 2011	Published internal newsletter to create awareness of CAS
Oct & Dec 2011	Preparation and finalising Practical and Written Assessment Papers for AMP
Dec 2011	Published internal newsletter to update AMP on progress of CAS
Jan & Feb 2012	Refresher Practical training for AMOs/AMTs
Mar 2012	Trial Competency Practical Assessment for AMOs/AMTs
Apr 2012	Refresher Written training for AMOs/AMTs
May -July 2012	Trial Competency Written Assessment for AMOs/AMTs Analysis of Overall Results for AMOs/AMTs Published internal newsletter to update AMP on progress status of CAS
Aug – Dec 2012	Trial Competency Assessment for AMFs A series of activities on continuing education and training

**3. Action by the meeting**

3.1 The meeting is invited to note the information presented in this paper.

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