



**INTERNATIONAL CIVIL AVIATION ORGANIZATION**  
**Fourth Meeting of AFI Region Directors General of Civil Aviation (DGCA/4)**  
**(Matsapha, Manzini, Swaziland, 8 to 9 November 2010)**

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**Agenda Item 5: ICAO Technical Cooperation and Human Resources Development for Civil Aviation**

**NEW TRAINAIR *PLUS* PROGRAMME**

*(Presented by the Secretariat)*

**SUMMARY**

ICAO TRAINAIR Program established in May 1990, aims to improve safety and efficiency of air transport by helping civil aviation training centers on a worldwide basis, to apply high quality standards in training. An essential feature of the TRAINAIR program is the development of standard training packages which participating aviation training centres will be able to share. ICAO recently initiated an in-depth review of the TRAINAIR programme. The new updated program called TRAINAIR *PLUS* is presented in this information paper.

The meeting is invited to note the new approach to support the implementation of high quality training which will benefit the aviation training community



International Civil Aviation Organization

## ELECTRONIC BULLETIN

For information only

EB 2010/45

6 October 2010

### NEW TRAINAIR *PLUS* PROGRAMME

1. The International Civil Aviation Organization has initiated an in-depth review of the TRAINAIR Programme. The new upgraded programme will be called TRAINAIR *PLUS*.
2. The new TRAINAIR *PLUS* Programme will include a significantly revised course development methodology, a new approach to the sharing network and a self-sustaining budgetary mechanism. These changes to the programme are in line with the recently adopted ICAO Training Policy and the Next Generation of Aviation Professionals initiatives.
3. States are encouraged to consider this new approach to support the implementation of high quality training which will benefit the aviation training community. For further information, kindly contact Mr. Diego Martínez, TRAINAIR *PLUS* Programme Manager or Mr. Mostafa Hoummady, Chief, Aviation Safety Training Section at [trainairplus@icao.int](mailto:trainairplus@icao.int).

#### Enclosures:

- A — TRAINAIR *PLUS* Programme description
- B — Membership grid

Issued under the authority of the Secretary General

## ATTACHMENT A to EB 2010/45

### TRAINAIR *PLUS* PROGRAMME DESCRIPTION

#### 1. INTRODUCTION

1.1 Competent personnel are essential to establish and manage safe air transportation systems and training plays a critical role in achieving safety objectives. ICAO is committed to supporting Member States in implementing high quality standards in civil aviation training. The TRAINAIR Programme is a key element in ICAO's strategy to achieve this goal.

1.2 ICAO has revised the TRAINAIR Programme objectives and, as a result, has established the new TRAINAIR *PLUS* Programme. This revised programme will ensure that TRAINAIR continues to play an instrumental role in helping aviation training centres to develop and share valuable course materials needed to meet future challenges within the aviation community.

1.3 The new TRAINAIR *PLUS* Programme features an updated and more effective course development methodology and a new membership framework based on revised assessment protocols. The continuity of the programme will be ensured by a self-sustaining mechanism and rewarding of active training organizations developing training packages used by other members.

#### 2. MANAGEMENT OF TRAINAIR *PLUS*

2.1 The majority of procedures and databases of the TRAINAIR *PLUS* Programme will be managed through a secure portal offering 24-hour access to members. By December 2010, the following materials will be available to assist training organizations (members and applicants):

- a) an updated Training Development Guideline (TDG/2010);
- b) a new Course Developers Workshop (CDW/2010);
- c) TRAINAIR *PLUS* Assessment Guidelines (TPAG); and
- d) a set of procedures and checklists for the preparation and conduct of an assessment.

#### 2.2 TRAINAIR *PLUS* Revised Course Development Methodology

2.2.1 The TRAINAIR *PLUS* Programme will continue to promote and implement a standardized course development methodology that focuses on optimal training effectiveness and efficiency.

2.2.2 The updated methodology embraces the principles of the ICAO competency-based approach and fosters the implementation of quality systems in civil aviation training institutions in line with the competency-based approach advocated by the Organization. The application of the updated methodology will considerably reduce the time of production of Standardized Training Packages (STPs), simplify the validation procedures, and decentralize decisions related to the approval of STP material by giving member centres more autonomy.

### **2.3 International Training Resource Sharing System**

2.3.1 STPs developed using the TRAINAIR *PLUS* methodology shall conform to a strict guideline that specifies both the instructional approach and the format of the training materials. Since the approach is standardized among all members, an STP produced in one training centre can be used by another with little adaptation. TRAINAIR *PLUS* will facilitate and streamline the sharing of STPs through a web-based system.

### **3. BENEFITS FOR CURRENT MEMBERS**

3.1 All current TRAINAIR centres will maintain their membership in the programme until December 2012. They will be able to access the new TDG/2010 and the new CDW/2010; however, free access to the use of the STP sharing pool will no longer be available starting 1 January 2011. A new cost-recovery system for the exchange of STPs will be established as of 1 January 2011. It will cover reproduction and postage for the STP owner, as well as some of the costs associated with their approval and development.

3.2 Current TRAINAIR members will have until December 2012 to decide whether they wish to become a TRAINAIR *PLUS* member and complete the associated assessment process.

### **4. NEW MEMBERS**

4.1 To become a TRAINAIR *PLUS* member, new applicants should successfully complete an initial assessment to ensure compliance with the criteria set forth in the TRAINAIR *PLUS* Assessment Guidelines (TPAG). The capability and experience for implementing competency-based training is an essential element for the positive outcome of the assessment.

4.2 Successfully completing the initial assessment will grant the applicant a status of TRAINAIR *PLUS* Associate. Centres that wish to improve and consolidate competency-based training within their organization must complete the process for the development of an STP, including on-the-job training conducted by a qualified expert to assist them in the development of the first STP. Once the development of the STP is completed to the satisfaction of ICAO, the applicant will be granted TRAINAIR *PLUS* Member status.

### **5. ICAO AVIATION TRAINING DIRECTORY**

5.1 The ICAO Aviation Training Directory (ATD) is an important component of the TRAINAIR *PLUS* Programme. This online directory has undergone a significant overhaul, offering aviation training centres from around the world innovative promotion opportunities and user-friendly search and navigation capabilities. Aviation training stakeholders will now have access to a comprehensive and effective online directory fostering a larger and better connected international aviation training community. Furthermore, the upgraded ATD contributes to the overall TRAINAIR *PLUS* Programme cost-recovery mechanism.

## 6. FROM TRAINAIR TO TRAINAIR PLUS

6.1 TRAINAIR PLUS enhances TRAINAIR methodological standards, course development and related procedures.

6.2 The following table highlights the new features of the TRAINAIR PLUS Programme:

| FEATURES  | TRAINAIR   | TRAINAIR PLUS   |
|---|--|---|
| <b>Centre Assessments</b>                                   | Simple checklist   | TRAINAIR PLUS Assessment Guidelines (TPAG), based on ICAO Docs 9841 and 9868  |
| <b>Development of Standardized Training Packages (STPs)</b> | Training Development Guideline (TDG/1990) – Nine phases/report | Training Development Guideline (TDG/2010) Three stages/report   |
| <b>Phase approvals</b>                                      | Through TRAINAIR Central Unit (TCU)                            | Through certified evaluators trained and assigned by ICAO   |
| <b>STPs validation and technical support</b>                | Through TCU  | Through certified evaluators  |
| <b>Membership status</b>                                    | STP Validated<br>STP Adapted                                   | <b>Associate</b> <sup>1</sup> : After assessment <sup>2</sup><br><b>Member</b> <sup>1</sup> : STP Validated/Adapted |
| <b>Membership costs</b>                                     | Free of charge   | Annual fee  |
| <b>Membership access</b>                                    | Government   | All aviation training centres, including private sector and aviation-related organizations                          |
| <b>Membership duration</b>                                  | Permanent  | Renewal every three years based on the successful completion of an assessment                                       |
| <b>Methodology</b>  | Instructional System Design (ISD/1990)                         | ICAO competency-based training approach <sup>3</sup>  |
| <b>Procedures</b>   | Centralized through TCU  | Autonomous by certified centres<br>Certified evaluators<br>Interactive by Virtual Office Internet Portal            |
| <b>Core activities</b>                                      | Focus on STP development                                       | Focus on Training Quality System  |
| <b>Technological development</b>                            | Computer-based training  | Multimedia, e-learning, simulators  |
| <b>Industry approach</b>                                    | None   | Industry partnerships <sup>4</sup>  |
| <b>STP sharing pool</b>                                     | Free of charge   | A cost-recovery model will be envisaged for STP development   |

<sup>1</sup> TRAINAIR PLUS Associate and TRAINAIR PLUS Member status are defined in the table entitled “TRAINAIR PLUS Membership Requirements/Benefits” (Attachment B).

<sup>2</sup> The assessment will include the analysis of the centre’s capability and competency-based training quality system for the development of training programmes. If the assessment meets the standards set by the TRAINAIR PLUS Programme, the centre can become an Associate member.

<sup>3</sup> Use of Training Development Guideline (TDG/2010) and Course Developers Workshop (CDW/2010).

<sup>4</sup> Participation by the private sector could be of substantial benefit to all members of the programme bringing new training courses, which would also help the programme in meeting its stated goal of improving high standards of training and competency for aviation personnel on a worldwide basis and closer to the sector’s needs.

**ATTACHMENT B to EB 2010/45**

**TRAINAIR PLUS MEMBERSHIP REQUIREMENTS/BENEFITS**

The fees below apply solely to government-owned or government-operated Civil Aviation Training Centres.

|                                | <b>Member Type</b>  | <b>Name/<br/>Logo</b>   | <b>Requirements</b>  | <b>Benefits</b>   | <b>Assessment<br/>Fee<br/>USD</b> | <b>Annual<br/>Fee<br/>USD</b> |
|--------------------------------|---|-------------------------|--|---|-----------------------------------|-------------------------------|
| <b>TRAINAIR<br/>Member</b>     | Existing TRAINAIR Member  | TRAINAIR                | New assessment before January 2013   | <ul style="list-style-type: none"> <li>- Access to new TRAINAIR documents</li> <li>- No annual fees until the assessment</li> <li>- Access to private Internet portal</li> <li>- Voting rights in TRAINAIR conferences</li> <li>- Maintain accreditation for two years</li> </ul>   | After assessment                  | N/A until January 2013        |
| <b>TRAINAIR PLUS Associate</b> | New Member  | TRAINAIR PLUS Associate | <ul style="list-style-type: none"> <li>- Assessment</li> <li>- Annual fee</li> <li>- Reassessment every three years</li> </ul>                       | <ul style="list-style-type: none"> <li>- No need to complete STP</li> <li>- Access to new TRAINAIR PLUS documents</li> <li>- Technical assistance for course creation</li> <li>- Course Developers Unit</li> <li>- Access to TRAINAIR PLUS methodology to improve conventional courses</li> <li>- Access to private Internet portal</li> <li>- Access to the new TRAINAIR PLUS Course Developers Workshop</li> </ul> <p><b>Restrictions:</b></p> <ul style="list-style-type: none"> <li>- Limited STP access under specific conditions</li> <li>- Observer-only status in TRAINAIR conferences</li> </ul> | 10 000                            | 15 000                        |
| <b>TRAINAIR PLUS Member</b>    | Existing TRAINAIR Member upgrading to full TRAINAIR PLUS membership | TRAINAIR PLUS Member    | <ul style="list-style-type: none"> <li>- Upgrade assessment</li> <li>- Develop STP with new TDG</li> <li>- Reassessment every three years</li> </ul> | <ul style="list-style-type: none"> <li>- Access to new TDG</li> <li>- Prepare courses via new TDG</li> <li>- Access to STP sharing pool</li> <li>- Access to private Internet portal</li> <li>- Voting rights in TRAINAIR conferences</li> <li>- Potential revenue generated by STP sharing</li> <li>- Access to new TRAINAIR PLUS Course Developers Workshop</li> </ul>  | 5 000                             | 10 000                        |
|                                | New Member  | TRAINAIR PLUS Member    | <ul style="list-style-type: none"> <li>- Assessment</li> <li>- Develop STP with new TDG</li> <li>- Reassessment every three years</li> </ul>         | <ul style="list-style-type: none"> <li>- Highest standards achieved</li> <li>- Access to new TDG</li> <li>- Prepare courses via new TDG</li> <li>- Access to STP sharing pool</li> <li>- Access to private Internet portal</li> <li>- Voting rights in TRAINAIR conferences</li> <li>- Potential revenue generated by STP sharing</li> <li>- Access to new TRAINAIR PLUS Course Developers Workshop</li> </ul>  | 10 000                            | 10 000                        |

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