



WORKING PAPER

ASSEMBLY — 38TH SESSION

TECHNICAL COMMISSION

Agenda Item 38: Other issues to be considered by the Technical Commission

NEED FOR ICAO TRAINING PROGRAMME ON ANNEXES

(Presented by Indonesia)

EXECUTIVE SUMMARY

This working paper provides a proposal that ICAO introduces delivery of training courses on ICAO Annexes regularly for Contracting States. This activity would be highly useful in order to achieve the objective of global standardization.

Action: The Assembly is invited to:

- a) note the information in this paper; and
- b) request ICAO to consider introduction of training courses on ICAO Annexes to meet the needs of Contracting States to understand correctly the content of the Annexes, thereby supporting the States in carrying out their obligations.

<i>Strategic Objectives:</i>	This working paper relates to the Safety Strategic Objective.
<i>Financial implications:</i>	Yes.
<i>References:</i>	State letter AN 8/3-12/42 Doc 9859, <i>Safety Management Manual</i> Republic of Indonesia Working Paper A37-WP/173, TE/97 Rev. No. 1

1. BACKGROUND

1.1 The individual Annexes contain considerable technical detail, which must be understood by regulatory staff as part of the process of converting the Standards and Recommended Practices (SARPs) into individual State regulatory documents, such as Civil Aviation Safety Regulations (CASRs). With changes in staff due to promotion, retirement, and new hiring, it is necessary for all new regulatory staff to obtain a good understanding of the technical content of the core Annex material.

1.2 Changes to Annex material are effected by the notification of amendments through State letter. Further, proposed changes are notified in a State letter requesting comment. Technical staff preparing comments on the proposed changes must be able to understand the Annex material proposed for change so they can evaluate the proposed changes and make meaningful comments.

1.3 Furthermore, it has been observed in many cases from the Universal Safety Oversight Audit Programme (USOAP) comments that non-compliance of States with technical requirements in Annexes stems from incomplete understanding of the Annex material and their requirements.

2. DISCUSSION

2.1 Global standardization is one of ICAO's core functions. Correct and common application of the SARPs contained in Annexes is the foundation of standardization.

2.2 Unless regulatory staff in individual States have a complete and correct understanding of the Annex material, it is difficult for them to recognize differences between the State regulatory material and the SARPs in Annexes.

2.3 To ensure common application of the intent of the SARPs contained in Annexes, it is necessary that adequate training on the technical material be undertaken in a standard manner. This is best achieved by using a standard set of syllabus and courseware and having the training provided in a standard manner by experienced instructors who are familiar with the Annex content.

2.4 The quality of the State documentation which implements the SARPs is dependent on staff preparing, reviewing and amending such documentation having a complete and correct understanding of the Annex material and technical requirements. This understanding can only be achieved by specific training delivered by instructors who are familiar with the Annex material.

2.5 Annex 19 – *Safety Management* has been prepared to collate all regulatory material relevant to the application of State Safety Programmes. It is critical that the SARPs relating to the State Safety Programme (SSP) be fully understood by all States and that there be a standardized implementation of those SARPs.

2.6 With changes in staff and Annex material occurring regularly, it is necessary that training on Annex material be updated and repeated regularly.

3. CONCLUSION

3.1 ICAO should:

- a) develop a training package and core team of instructors as part of the implementation process for the new Annex 19;
- b) establish a regular schedule of regional courses on the content of each Annex for regulatory staff of Contracting States not fully familiar with Annex content; and
- c) ensure that all courses be updated regularly and refresher training be provided.