



Agenda Item 3 Analysis of Courses Offered in Each CATC in the NAM/CAR Regions
3.1 Identification and analysis of training needs in the NAM/CAR Regions

AVIATION TRAINING PLAN FOR THE CAR REGION

(Presented by Secretariat)

SUMMARY	
This working presents the progress on the development of the Aviation Training Plan for the CAR Region.	
References:	
<ul style="list-style-type: none">• Report of the NACC/DCA/4 Meeting, San Pedro Sula, Honduras, 20 to 24 June 2011;• Survey for the development of the Aviation Training Plan for the CAR Region (2012 – 2016), (EMX0758) dated 25 August 2010 and (EMX0910) dated 8 October 2010	
ICAO Strategic Objectives	<i>This working paper is related to Strategic Objectives A and C.</i>

1. Introduction

1.1 At the NACC/DCA/4 Meeting, the Directors of Civil Aviation formulated the Conclusions 4/8 - *Civil Aviation Training in the CAR Region* in order that ICAO, in coordination with States, prepare a training strategy taking into account the human resources planning and training in the NAM/CAR Regions.

1.2 The NAM and CAR Regions adopted the NAM/CAR Regional Plan for implementation of the air navigation based on Performance (RPBANIP NAM/CAR) as a reference for developing their national plans, in which activities such as training, human factors, planning and skills are key elements for successful implementation. These elements require a lot of coordination at all levels. Consequently, the States, through their Civil Aviation Training Centres (CATC), should also adopt a similar approach for the development and implementation of courses and activities for the achievement of an ATM system based on performance.

2. Discussion

Results of the USOAP and deficiencies found by ICAO

2.1 Based on the results of USOAP audits, many findings are related to insufficient and inadequate qualified personnel with experience, adequate training, certification/ license system, and authorities that regulate and monitor the performance of service providers. Likewise, skills shortages and training of personnel is evident in many of the deficiencies identified by ICAO, which impacts safety in the operations and activities.

Training activities in the CAR Region

2.2 Training Centres located in the NAM/CAR Regions provide continuous training. Training Centres for the Caribbean include: the School of Air Traffic Services in Barbados, CCA (Cuba); ASCA (Dominican Republic), CAATI (Jamaica), CIIASA (ASA/Mexico), and the AVSEC Training Centre (ASTC) in Trinidad and Tobago. The Training Centre for Central American States is ICCAE (COCESNA). ACSA and CIIASA have recently obtained their membership under the TRAINAIR *Plus* Programme. The FAA Academy (United States) recently obtained their associated membership under the TRAINAIR *Plus* Programme.

Results of survey of States and Organizations

2.4 The States and Organizations listed below, responded and submitted the information requested to the survey commissioned by the ICAO NACC Regional Office:

- *States/Territories:* BVI-Montserrat-Anguila, Barbados, Cuba, Dominican Republic, Ecuador, Guatemala, Montserrat, Saint Lucia, Saint Vincent and the Grenadines, Trinidad and Tobago.
- *Training Centres:* CIPE (Argentina), ICCAE (El Salvador), ASA and SENEAM (Mexico)

2.5 Training requirements were defined by the following areas:

- *AGA, AIM, ATM, Training for teaching and/or training of inspectors, CNS, Legal and administrative, MET, SAFETY*

2.6 **Appendix A** to this paper shows the draft Regional Aviation Training Plan for the CAR Region.

Regional Training Plan for the CAR Region

2.7 Taking into account these regional and global efforts on staff training, following the conclusions of the NACC/DCA and required by the DGAC/CAP, E/CAR and C/CAR and the CA/ANE/WG, the ICAO NACC Regional Office requested States in the CAR region to complete a survey for the preparation of the Aviation Training Plan for the CAR Region (2012 - 2016) reference EMX0758. The State responses provided the basis of the referred plan and therefore the completeness and accuracy of the survey is critically important. ICAO presented the Regional Aviation Training Plan at the NACC/WG/4 meeting, which analysed it and made the following recommendations:

1. For each course, the sub-regions should determine the number of persons to be trained for 2010 and 2013 based on a needs analysis in each State.
2. Priority of courses to be conducted during the year should be derived through demands that are determined from regional safety assessments.
3. There is a need to conduct ICAO Course Developers Training programmes in the CAR Region with the greatest degree of urgency to equip personnel to develop courses and to evaluate existing courses for the personnel currency.
4. All courses should be delivered from an ICAO Standardized Training Package (STPs) adapted to regional needs.
5. Trainers should be made familiar with the delivery of ICAO Standardized Training Packages (STPs).

6. It should be an objective of the training plan to identify persons as future trainers within aviation entities.
7. States are urged to follow the guidelines and implement refresher programmes in accordance with the CAR/SAM Regional Guidance Material on ATS Quality Assurance Programmes, version 1.0, November 2001.
8. The ICAO NACC Regional Office convene a planning session with technical and training specialists in an effort to implement the Regional Aviation Training Plan based on empirical data derived from the training needs analysis and with defined performance objectives and timelines taking into consideration changes in technology and new procedures.

2.8 Considering the approach of the ICAO Aviation System Block Upgrades (ASBUs) as well as emerging technologies for new automated and efficient services, it is essential to have qualified personnel and a proper training structure to maintain all personnel up to date.

2.9 In order to support the NAM/CAR/CATC/1 Meeting, under Agenda Item 3, *Analysis of Courses Offered in Each CATC in the NAM/CAR Regions*, States needs are critical to have an efficient provision of necessary training, **Appendix B** contains the training courses offered in the Region.

3. Suggested actions

3.1 The Meeting is invited to:

- a) assess the opportunities to organize, conduct, implement training programmes on the basis of information collected and the States training needs;
- b) inform the ICAO NACC RO/TC if there are no courses available that meet the States requirements. The RO/TC will make the necessary arrangements with Training Centres to evaluate the feasibility and availability of courses which will meet their requirements;
- c) review and comment on the draft the Aviation Training Plan for the CAR Region shown in Appendix A to this working paper;
- d) take note that the ICAO NACC Regional Office will update the Regional Plan based upon States National Training Plans.

APPENDIX A

**REGIONAL AVIATION TRAINING PLAN FOR THE CAR
REGION**

REGIONAL AVIATION TRAINING PLAN FOR THE CAR REGION

1. *Objective*

Given the importance of training of personnel involved in the various areas of civil aviation, the dynamic and constantly changing processes and systems to meet growing demands and subsequent technological innovations, this office conducted a survey of needs and training capabilities at the regional level. With this information it will be possible to know directly from the States, in which specific issues they need to train aviation personnel, as well as explore the possibilities that can be provided by states through their respective training centres controlled by the aeronautical authorities. This inventory of training needs and training centres, was implemented between 2012 and 2016, and will be assessed by the training centres, what kind of courses would need to be implemented to meet the demand based on needs expressed by the States.

2. *General Considerations*

In NACC/DCA/2 Meeting, the Directors of Civil Aviation expressed that the objective of human resource planning is to ensure that Civil Aviation Authorities have staff trained in the various air navigation services, formulating Conclusion 2 / 27 - *Human Resources Planning and Education*, recommending that the Civil Aviation Authority begin, as soon as possible, the process of human resource planning and instruction required to implement the new systems emerging. The governments should therefore, develop training programs and human resource planning in different areas of Aviation.

Similarly, the Directors at the meeting NACC/DCA/3 formulated the conclusions NACC/DCA/3/11 - *Human Resource Planning and Training in the NAM / CAR Regions* and NACC/DCA/3/12 - *Aviation Training Strategy for the CAR Region* in order that ICAO, in coordination with States, prepare a training strategy taking into account the human resources planning and training in the NAM / CAR Regions.

The Central American Area adopted the NAM/CAR Regional Plan for implementation of air navigation based on Performance (NAM/CAR RPBANIP) as a reference for the development of their national plans, in which activities such as training, human factors, planning and skills are key elements for successful implementation. These elements require a lot of coordination at all levels. Consequently, the states, through their training centres (CATC) such as ICCAE should also adopt a similar approach for the development and implementation of their courses and activities for the achievement of an ATM system based on performance.

3. *Principles*

Based on the needs expressed by the States and taking into account the availability of courses offered, the Regional Plan for Training suggests the approach of availability of courses for the years 2012 and 2013 for planning purposes for both the States and the training centres. Since this plan is dynamic and depends on factors such as the number of students in the courses and the availability of instructors for the courses, the plan will be updated for the years 2014 to 2016, taking into account the history and experience of supply and demand of the courses between

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2012 and 2013. Also, courses would be added or eliminated depending on the history courses of years past.

According to the training needs expressed by Member States on the one hand, and the training offered by training centres on the other hand, we can infer that the needs are basically covered. However, it requires the following considerations:

1) The survey forms sent by the ICAO NACC Office failed to take into account the period 2011-2016, but merely stated the existing courses or the plan for 2011. Therefore, it is not possible to establish a plan of courses for the full five years.

2) The expectations or the contents of the courses requested by States, may differ or vary from the program and content of the courses offered. So it is important to clarify the scope of the required courses and know in detail the programs that are offered.

To implement a plan of instruction, depending on the needs expressed by the States, should combine the different options available and optimize them, creating new mechanisms to consider the dynamism of the information and how to process and deliver it, in a harmonized regional environment, which is among others the objective of TRAINAIR *PLUS* program.

It will therefore be necessary:

1. From this survey of needs, relieve the subjects of the same item, with titles similar or identical or similar content, grouped by specialty.
2. The NACC office specialist in the area in question will formulate a tentative program with the States according to their needs, based on their knowledge and experience of the subject. The resulting program will be consulted with all States of the region for final approval.
3. Once agreed the program and its contents, will explore the potential training centres capable of carrying the program agreed. Where there is no defined centre to meet the expectations, the specialists of the NACC Office may request the modification of the existing regular program in the schools, to satisfy the agreement between ICAO and States seeking instruction.
4. The program agreed and defined, will be included in the regular programs of the centres TRAINAIR *PLUS* enabled, and will generate the appropriate review mechanism based on the dynamic information and new requirements that may arise, through amendments, a harmonized regional process.
5. Also, bearing in mind the strategic objective of the operational safety and the interest of States in this area observed in the survey, they will consult the NACC Office's Safety Officer with issues of training deficiencies provided by the RASG-PA.
6. The Technical Cooperation Officer will act as a receiver of requests from States in the application of instruction, and coordinate and communicate with the other NACC

Office's Officers and other outside groups or institutions or training centres outside ICAO involved in planning courses to requirements of the States.

4. *Application*

This document applies to all States and Territories of the CAR Region and all international organizations that provide services as Training Centres.

5. *Recommendations*

This plan is seen as a dynamic one that will be updated constantly.

It is important that those States/Territories/International Organizations that do not have a human resources planning of air navigation services, the operational safety and security of civil aviation, consider the guidance material included in this plan.

It is also recommended to develop a Human Resources Plan that includes a program designed for training of civil aviation personnel and to promote the assistance of their specialists in the activities supported by ICAO (courses, seminars, workshops, etc.) taking into consideration that such activities are conducted in order to supplement and update the training of civil aviation personnel.

6. *Annexes*

- a. Table of courses based on needs expressed by the States/Territories and the capabilities of the Training Centres.
- b. The results of the survey are shown at the end of this plan for reference purposes.

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REGIONAL PLAN FOR AERONAUTICAL TRAINING FOR THE CAR REGION					
Implementation of AGA systems	2012	2013	2014	2015	2016
Aerodrome Certification	X	X	TBD	TBD	TBD
Aeronautical Studies	X	X	TBD	TBD	TBD
Runway safety	X	X	TBD	TBD	TBD
Implementation of AIM systems					
Quality management system (QMS)	X	X	TBD	TBD	TBD
eAeronautical Information Publication (eAIP)	X	X	TBD	TBD	TBD
Aeronautical Information exchange Model (AIXM)	X	X	TBD	TBD	TBD
Data quality and integrity monitoring	X	X	TBD	TBD	TBD
Electronic Aeronautical Charts	X	X	TBD	TBD	TBD
Digital NOTAM	X	X	TBD	TBD	TBD
Electronic Terrain obstacle data (eTOD) for Areas 1 and 3	X	X	TBD	TBD	TBD
Metadata development workshop and AIXM	X	X	TBD	TBD	TBD
Electronic Terrain obstacle data (eTOD) for Areas 2 and 4	X	X	TBD	TBD	TBD
Implementation of ATM systems					
Implementation of New ICAO FPL Format and ATS Operational Procedures	X	X	TBD	TBD	TBD
CDM implementation	X	X	TBD	TBD	TBD
PBN Procedures Design	X	X	TBD	TBD	TBD
Continuous Descent Operations (CDO)	X	X	TBD	TBD	TBD
PBN Airspace Concept Workshop	X	X	TBD	TBD	TBD
PBN Operational approvals	X	X	TBD	TBD	TBD
Performance framework and Aviation System Block Upgrade	X	X	TBD	TBD	TBD
SMS implementation for ANS and ATS safety oversight workshop	X	X	TBD	TBD	TBD
ATS Capacity Methodology	X	X	TBD	TBD	TBD
Flexible Use of Airspace	X	X	TBD	TBD	TBD
Implementation of CNS systems					
Situation awareness options/ improvements workshop	X	X	TBD	TBD	TBD
ADS-B Trials and analysis meetings	X	X	TBD	TBD	TBD
Data link application implementation workshop	X	X	TBD	TBD	TBD
Air-ground and G-G ATN application implementation workshops	X	X	TBD	TBD	TBD
CAR Regional networks integration meeting	X	X	TBD	TBD	TBD
AIDC implementation workshop	X	X	TBD	TBD	TBD
Mode S radar implementation meeting	X	X	TBD	TBD	TBD
GBAS CAT I implementation workshop	X	X	TBD	TBD	TBD
GNSS/SBAS implementation workshop	X	X	TBD	TBD	TBD
Implementation of MET systems					
MET QMS	X	X	TBD	TBD	TBD
Preparation and dissemination of Safety critical OPMET data	X	X	TBD	TBD	TBD
Meteorological downlinks	X	X	TBD	TBD	TBD
XML OPMET data exchange	X	X	TBD	TBD	TBD
Implementation of FS systems					
SSP Implementation	X	X	TBD	TBD	TBD
SMS Implementation	X	X	TBD	TBD	TBD

X = Available, TBD= To be determined

FINDINGS OF THE SURVEY ON TRAINING NEEDS AND CAPABILITIES OF AVIATION IN THE STATES OF THE REGION

1) General

Given the importance of training of personnel involved in the various areas of civil aviation, the dynamic and constantly changing processes and systems to meet growing demands and subsequent technological innovations, this office conducted a survey of needs and training capabilities at the regional level. With this information it will be possible to know directly from the States, in which specific issues they need to train aviation personnel, as well as explore the possibilities that can be provided by states through their respective training centres controlled by the aeronautical authorities. This inventory of training needs and training centres, was implemented between 2012 and 2016, and will be assessed by the training centres, what kind of courses would need to be implemented to meet the demand based on needs expressed by the States.

2) Analysis of material received

In response to the survey requested by the ICAO NACC Office, the States and organizations listed below, submit the information requested:

- Barbados
- BVI-Montserrat-Anguila
- CIPE (Instituto de Argentina)
- Cuba
- Ecuador
- Guatemala
- ICCAE (El Salvador)
- ASA y SENEAM (México)
- Dominican Republic
- Saint Lucia
- St. Vincent and The Grenadines
- Trinidad y Tobago

2.1) Training requirements by areas:

2.1.1) ATM

2.1.2) CNS

2.1.3) SAFETY

2.1.4) AIM

2.1.5) AGA

2.1.6) MET

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2.1.7) AVSEC

2.1.8) Legal and administrative

2.1.9) Training for teaching and/or training of inspectors

2.1.1 ATM

Aerodrome Control

PEL / Licensing Training

Inspector SAR

ATM Applications

RNAV/RNP Course

ATFM Course

Quality control of aviation services

Statistical information and forecasts of accidents/incidents of aircraft (ATM/SAFETY)

ATC

Seminar on CNS / ATM

2.1.2 CNS

Non radar and radar

CNS - update on technologies

GNSS Implementation

ADS-B and multi-lateración

Advanced Course GNSS

AMHS Seminar

Seminar on CNS / ATM

CNS Supervisor

Quality control of aviation services

New technologies for air navigation

Radar Training

Radar Technician

2.1.3 OPERATIONAL SAFETY

SMS Developments

Lead Auditor

Accident Investigation

SMS

SSP

Operational Safety Risk Assessment

Airport Operational Safety

National Operational Safety Inspectors

Statistical information and forecasts of accidents/incidents aviation

Effective supervision for change

Systems Safety Management for Airports

Operational Safety on the air side and Operations

The Human Factor in Operational Safety

Preventative Systems Management

2.1.4 **AIM**

- Aeronautical Information Management
- Electronic Aeronautical Charts
- e-TOD& WGS84 Data Quality Control and Assurance (Annex 4 Aeronautical Charts, Annex 15 Aeronautical Information Services)
- Data collection and processing electronic terrain and obstacles (e-TOD)
- Aeronautical Information Exchange Model (AIXM see. 5.0 / ver.5.1)
- Special Data Processing (GIS)
- GML Data Processing
- XML document processing and associated technologies (XSLT, XSD)
- PANS-OPS (Procedures Design IFR / VFR)
- Quality Control Aeronautical Information Services (QMS)
- Aeronautical charts (electronic)
- Officer training in Aeronautical Information Management

2.1.5 **AGA**

- Aerodrome Certification (3)
- Ramp Check
- Emergency Plan
- Noise and emission
- Emergency plans and rescue and fire fighting
- Airport pavement design
- Electrical systems at airports
- Airport pavement maintenance
- Airport Planning (2)
- Design and operation of air terminals
- Environment
- Airport management (2)
- Air Cargo Management
- Aviation infrastructure
- Airport services
- Pavement management systems
- Aeronautical studies
- Endangered bird and wildlife prevention
- Rescue and fire fighting
- Airport Strategic Management
- Airport Master Plan

2.1.6 **MET**

- Quality control of aviation services
- Mesoscale connective cells
- Clear air turbulence
- The numerical prediction and modelling
- Tropical Meteorology
- Air masses and fronts

Meteorology

2.1.7 AVSEC

- Aviation Security Inspectors
- Crisis management
- Cargo Aviation Security
- Management of Aviation Security
- Aviation security Instructors
- FAL/AVSEC
- FAL-MRTD
- AVSEC courses
- Basic Safety Course
- Security Supervisor
- Quality control program for civil aviation security
- Certification workshop on "screener"
- Airport security program
- Security Systems Course for cargo and mail
- Change Effective Supervision

2.1.8 Air Transport and Legal

- Civil Aviation Administration
- Aeronautical law
- Transport and aviation policy
- Registration of licenses
- Airport fees and costs

2.1.9 Train the Trainer and Training for Inspectors

- QMS
- DG Education appellant
- Management training
- Aeronautics Supervision
- Trainer for training of trainers
- OJT Instructor
- Human Resources Management
- Training for TRAINAIR course developers (I think there is a new concept which is replacing the TRAINAIR)
- Service Levels
- Instructor Development Workshop
- Instructor Certification (2)
- Quality management in aviation
- Operation management
- National Inspectors
- Fire training on computers "pressure-fed"

Course	Course Number or Catalog Num.	Target Audience	Objectives	Prerequisites or Requirements	Duration	Location	Number of Participants	Language	TRAINAIR PLUS (yes / No)	TRAINAIR (yes/no)	Start Date	End Date	No. of sessions
Telecommunications for Radio Operators		All ground personnel operating on Airfields who are frequently required to have direct Radio Communication with the Control Tower, Company Personnel and other units.	To bring airfield personnel up to date on internationally established norms in the world of Radio communication with a view to improving general safety while at the same time enhancing the professional image of these Radio Operators.	No specific academic prerequisites necessary. Ability to speak without impediment.	3 days	Trinidad and Tobago					Mon 7th Jan	Wed 9th Jan	3
Apron Control Course		Any airport personnel who require training on the management of traffic on the Apron of an Aerodrome and any member of the public who is interested in becoming an Apron Control Officer.	To equip personnel with the knowledge and skills of the International Civil Aviation Organisation's Standards and Recommended Practices for the control of traffic on the Apron of an Aerodrome.	5 CXC or O'level Passes which must include Mathematics and English at Proficiency level 2 or higher; the individual must not suffer speech impediments or other physical impairments which would impact adversely on the performance of the Apron management Function.	17 days	Trinidad and Tobago					Mon 14th Jan	Thur 31st Jan	17
(USC) Aviation Security Programme Management (AVSEC)		Individuals responsible for implementation of aviation security requirements in medium to small size aircraft operators, all airports and Indirect Air Carriers. This course would also be of interest to those individuals and managers who are seeking to apply a systems management approach to aviation security within their particular areas of jurisdiction. Individuals involved in the design and integration of security measures into airport environments would find benefit in this course.	To provide individuals with the knowledge and skills to institute an aviation security management system within an organization that is compliant with Federal requirements, International Standards and reflective of organizational needs	Experience in the Management of the Security functions at Airports or at establishments responsible for Security sensitive materials and services	M-F	Trinidad and Tobago					Mon 21st Jan	Fri 25th Jan	5
AIS Course		Local and International -(New)Trainees in the field of Civil Aviation Division and Civil Aviation Authority, Airlines, Handlers, Dispatchers.	To ensure that AIS/MAP Technical Officers achieve the required competency and skills the in day-to-day management and manipulation of aeronautical information/data, and to gain a thorough understanding of the nature and use of the information being handled.		M-F	Trinidad and Tobago					Mon 4th Feb	Fri 26th Apr	60
Aerodrome and Approach		Any individual between the ages of 18-27 working in the aviation environment or member of the public interested in Air Traffic Control.	To prepare participants with the knowledge and skills of the International Civil Aviation Organisation's Standards and Recommended Practices for the control of traffic on and in the Vicinity of the Aerodrome and in the Approach Control Zone. It prepares candidates to accept On the Job training in Aerodrome Control towers and Approach Control Units towards Ratings in the functions of those units	5 CXC or O'level Passes which must include Mathematics, Physics and English at Proficiency level 2 or higher; the individual must not suffer speech impediments or other physical impairments which would impact adversely on the performance of Air Traffic Control functions.	M-F	Trinidad and Tobago					Mon 6th May	Fri 15th Nov	140

CATC 2013 Schedule	Course	Course Number or Catalog Num.	Target Audience	Objectives	Prerequisites or Requirements	Duration	Location	Number of Participants	Language	TRAINAIR PLUS (yes / No)	TRAINAIR (yes/no)	Start Date	End Date	No. of sessions
	Threat and Error Management		All operational Aviation personnel and persons employed in safety sensitive areas	To be able to Identify Threats in the operational environment. To describe the importance of Threat awareness in the operational environment and to develop organizational, team based and individual systems and procedures to effectively manage the impact of Threats, and mitigate the outcome of Errors in the operational	No specific prerequisite other than working in an environment of a safety-sensitive nature		Trinidad and Tobago					Thu. 27th Jun	Fri. 29th Jun	
	Human Factors		ATC Recruits, operational ATC Personnel and ATS Management Personnel responsible for the management of the ATC Service.	To understand the elements of Human Factors and how they affect the performance of persons who function in Safety-related areas with the sole purpose of reducing accidents and Incidents.	Newly employed persons in ATC and other safety-sensitive functions and new managers who are required to supervise others functioning in a safety-sensitive area	T-F	Trinidad and Tobago					Tue 25th Jun	Wed. 26th Jun	4
	Safety Management Systems		Local and International - New and Trainees in the field of Civil Aviation, Airlines, Handlers, Dispatchers.	To develop participants knowledge of safety management concepts and ICAO SARPs on safety management. To develop participants knowledge to certify and oversee the implementation of key components of SMS in compliance with ICAO SARPs and national regulations		M-F	Trinidad and Tobago					Mon 15th Jul	Fri 19th Jul	5
	Effective Supervision		Any person who is responsible for staff and wishes to become a supervisor or a manager.	To prepare supervisors and potential supervisors to manage workers on the facilities to achieve maximum output and to achieve the best results.		T-F	Trinidad and Tobago					Tue 10th Sep	Fri 13th Sep	4
	OJT Instructor Techniques		Any person who is responsible for training subordinate staff in any function in any field of work.	To provide On-The-Job Coaches with the techniques and skills of OJT to achieve the best results.	Ability and desire to pass on skills necessary to accomplish a work activity and to encourage others to perform	M-F	Trinidad and Tobago					Mon 16th Sep	Fri 20th Sep	5
	Approach Radar		Rated Air Traffic Controllers in Aerodrome and/or Approach Control or Rated Area Procedural Controllers who are required to perform the functions of Radar Control	To upgrade the skills of Procedural Controllers to include functioning in an environment where Radar Control is also performed	Ratings in either Aerodrome or Approach or Area Procedural Control	M-F	Trinidad and Tobago					Mon 21st Oct	Wed 4th Dec	35
	(USC) Human Factors in Aviation Safety		This course has been carefully designed to appeal to a wide-spectrum of professionals actively involved in aircraft operations. There is special emphasis for safety managers, training, flight department and maintenance managers and supervisors, pilots, air traffic controllers, dispatchers and schedulers	To provide class participants with human factors knowledge and practical tools that can be readily applied to improve safety within their respective organizations.	No specific prerequisite other than working in an Aviation environment of a safety-sensitive nature	5 Days	Trinidad and Tobago							
	(USC) Accident/Incident Response Preparedness & Legal Aspects of Aviation Safety		Individuals in aviation safety who may be involved in aircraft accident investigation- Air Worthiness Inspectors	To provide the participant with a working knowledge of the legal processes and trends affecting aviation safety.	No specific prerequisite other than working in an environment of a safety-sensitive nature	5 Days	Trinidad and Tobago							
	PROGRAM AND COURSE TITLE	Course Number or Catalog Number	Target Audience	Objective	Prerequisite	Duration	Location	No. Participants	Language	TRAINAIR PLUS (yes/no)	TRAINAIR (yes/no)	Additional comments		

PROGRAM: AIR NAVIGATION SERVICES

CATC 2013 Schedule	Course	Course Number or Catalog Num.	Target Audience	Objectives	Prerequisites or Requirements	Duration	Location	Number of Participants	Language	TRAINAIR PLUS (yes / No)	TRAINAIR (yes/no)	Start Date	End Date	No. of sessions
	Air Traffic Control Assistant/Flight Data	ICAO 051	Graduates of high school with no experience in aviation but who are desirous of employment as Air Traffic Assistants/ Flight data Processors	Given lectures, demonstrations and practical training, the participants will have sufficient knowledge and experience in Flight Data Processing and of the ATS system to meet the standards prescribed for Assistant Air Traffic controllers/Flight Data Processors	High school education with passes in at least 6 subjects at grades (1or2,CXC) or grades (A,B or C, GCE) or equivalent, and must include Mathematics, English Language, Geography or Physics or other science subjects. 2 passes at "A" level or equivalent. Proficiency in both written and spoken English. Satisfactory performance at interview and meet the medical requirements of ICAO Annex 1, Personnel Licensing.	5 weeks	Jamaica Civil Aviation Authority Training Institute	12	English	Yes				
	Aerodrome Control Procedural	ICAO 052	Graduates of high school with no experience in aviation but who are desirous of pursuing a career in Air Traffic Control; and Air Traffic Assistants/Flight Data Processors	Given lectures, demonstrations and practical training on an Aerodrome Control simulator, then On-the-Job Training in an Aerodrome Control Tower, the participants will be able to attain the OJT training hours, sufficient knowledge and skill to meet the standard prescribed by ICAO Annex 1, Licensing for Aerodrome Controllers	High school education with passes in at least 6 subjects at grades (1or2,CXC) or grades (A,B or C, GCE) or equivalent, and must include Mathematics, English Language, Geography or Physics or other science subjects. 2 passes at "A" level or equivalent. Proficiency in both written and spoken English. Satisfactory performance at interview and meet the medical requirements of ICAO Annex 1, Personnel Licensing.	8 weeks	Jamaica Civil Aviation Authority Training Institute	12	English	Yes				
	Approach Control Non-Radar (Procedural)	ICAO 053	Licensed Aerodrome Controller students who have successfully completed the ICAO Course 052	Given lecturers, demonstrations and practical training on an Approach Control simulator, then On-the-Job training in an Approach Control Unit, the participants will be able to attain OJT training hours, sufficient knowledge and skill to meet the standard prescribed by ICAO Annex 1, Licensing for Aerodrome Controllers	Successful completion of Aerodrome Control Course. Proficiency in both written and spoken English. Meet the requirements of ICAO Annex 1, Personnel Licensing.	6 weeks	Jamaica Civil Aviation Authority Training Institute	12	English	Yes				
	Approach Control Radar	ICAO 054	Licensed Approach Procedural Controllers or students who have successfully completed the Approach Control Procedural Course ICAO 053	Given lecturers, demonstrations and practical training on an Approach Control simulator, then On-the-Job training in an Approach Control Unit, the participants will be able to attain OJT training hours, sufficient knowledge and skill to meet the standard prescribed by ICAO Annex 1, Licensing for Aerodrome Controllers	See "Target Population". Proficiency in both written and spoken English. Meet the medical requirements of ICAO Annex 1, Personnel Licensing.	6 weeks	Jamaica Civil Aviation Authority Training Institute	12	English	Yes				
	Area Control Non-Radar (Procedural)	ICAO 055	Approach Procedural Controllers, Approach Radar Controllers, Graduates of Approach Procedural Course	Given lecturers, demonstrations and practical training on an Area Control procedural simulator, then On-the-Job training in an Area Control Unit, the participants will be able to attain the OJT training hours, sufficient knowledge and skill to meet the standard prescribed by ICAO Annex 1, Licensing for Area Procedural Controllers	Successful completion of Approach Procedural Course. Proficiency in both written and spoken English. Meet the medical requirements of ICAO Annex 1, Personnel Licensing.	8 weeks	Jamaica Civil Aviation Authority Training Institute	12	English	Yes				
	Area Control Radar	ICAO 055	Area Procedural Controllers, Approach Radar Controllers, Graduates of Approach Procedural Course	Given lecturers, demonstrations and practical training on an Area Control procedural simulator, then On-the-Job training in an Area Control Unit, the participants will be able to attain the OJT training hours, sufficient knowledge and skill to meet the standard prescribed by ICAO Annex 1, Licensing for Area Procedural Controllers	Successful completion of Approach Procedural Course. Proficiency in both written and spoken English. Meet the medical requirements of ICAO Annex 1, Personnel Licensing.	8 weeks	Jamaica Civil Aviation Authority Training Institute	12	English	Yes				
	Air Navigation Aids Technicians ATC Produres Basic Indoctrination	ICAO 059	Air Navigation Technicians and non-Air Traffic Controllers	Given lecturers and demonstrations the participants will have sufficient knowledge of Air Traffic Control and the International Civil Aviation Organization (ICAO) to meet the standards required to relate to ATC and function in the Air Navigation Department	Proficiency in both written and spoken English.	1 week	Jamaica Civil Aviation Authority Training Institute	12	English	Yes				

CATC 2013 Schedule	Course	Course Number or Catalog Num.	Target Audience	Objectives	Prerequisites or Requirements	Duration	Location	Number of Participants	Language	TRAINAIR PLUS (yes / No)	TRAINAIR (yes/no)	Start Date	End Date	No. of sessions
	Flight Planning Seminar		Air Traffic Controllers, Aeronautical Information Personnel and non-air traffic controllers	The Flight Planning Seminar is geared towards educating current users such as Air Traffic Controllers and Aeronautical Information Officers on the changes in the Flight Plan Format	Proficiency in both written and spoken English.	1 day	Jamaica Civil Aviation Authority Training Institute	12	English	Yes				
	Automated Messaging Handling System (AMHS)		Air Traffic Controllers, Aeronautical Information Personnel and non-air traffic controllers and users of the system	To sensitize the Aviation Industry of the changes from the AFTN to AMHS	Proficiency in both written and spoken English.	2 days	Jamaica Civil Aviation Authority Training Institute	12	English	Yes				
PROGRAM: AVIATION SECURITY, DANGEROUS GOODS AND FACILITATION														
	Crisis Management		Staff at the mid to senior management levels of organizations within a State that have been assigned responsibility under the State's National Civil Aviation Security Programme to form part of the crisis management element to respond to acts of unlawful interference occurring within that State.	Trainees will be able to explain the need for crisis management plan to respond to major security emergencies occurring at airports; describe the essential components of a crisis management plan; identify the composition and function of a crisis management team; describe the essential facilities necessary in support of a planned response to crises; and list the system testing features necessary to ensure currency in crisis	Three (3) years experience in a management/supervisory position with organizations mentioned in the target population	5 days	JCAA AVSEC	15	English					
	Aviation Security Management		Staff at the mid to senior management levels of organizations within a State involved in aviation activities	Trainees will be able to use appropriate reference documentation to assist in the implementation of security programmes and procedures; recognize the basic measures applied to ensure protection of civil aviation; participate in the development and implementation of appropriate contingency plans; manage response to security incidents or major security emergencies; implement a quality control programme; understand the implications of security on design on new facilities; and implement the relevant contents of an Aviation Security Programme.	Management or Senior Supervisor who have previously received aviation security awareness or any other aviation course.	3-4 days	JCAA AVSEC	15	English					
	Ground Services Security		Any airport personnel who requires training in ground security services	Trainees will understand the need for security awareness; be aware of the security procedures at check-in, screening points, and boarding gates; appreciate the need for procedures concerning the handling, carriage and disposal of restricted and dangerous articles; assist in the process of protecting and searching aircraft; implement the security requirements for hold baggage and passenger/baggage reconciliation; and understand the procedures for handling bomb threats to	Successfully complete secondary school or equivalent education and have a written and oral command of the English Language.	4 days	JCAA AVSEC	15	English					
	Cargo Security		Aviation Personnel who requires training in cargo security and any member of the public who is interested in becoming a regulated agent.	Trainees will understand the nature of the threat posed to civil aviation by restricted items; apply appropriate security controls to cargo consignments from acceptance until the departure of the aircraft; understand the need to inspect, screen, or search air cargo consignments accordance with prescribed security principles; and apply appropriate response action to a security emergency related to suspect cargo	Trainees currently involved in a cargo operation or in the process of entering into a cargo operation	4 days	JCAA AVSEC	15	English					
	Aviation Security Instructor Certification Course		Aviation Personnel who are required to train industry on all aspects of aviation security	Trainees will be qualified AVSEC experts having instructional skills and tools necessary to conduct JCAA AVSEC training	Aviation personnel required to train others in aviation security matters	7 days	JCAA AVSEC	15	English					
	Detection of Suspect Passenger (Available 2014)		Airport personnel that have day to day interactions with passengers at an airport	Trainees will be able to identify characteristics of suspicious passengers	Currently working at an airport or about to start employment in an airport environment	5 days	JCAA AVSEC	15	English					