• Findings: ICAO USOAP & FAA IASA

• Need for Common Standard for Training & Qualification of Aviation Safety Inspectors
Inspector Training System

• Provides a comprehensive system for managing the training and qualification of new inspectors that includes:

  ✓ ICAO requirements
  ✓ Formal classroom training course requirements
  ✓ Inspector training profiles
  ✓ Technical requirements for all inspector specialties
Inspector Training System

- Fully addresses:
  - Training system management
  - Planning
  - Scheduling
  - Resource Allocation
  - Final Inspector qualification requirements
  - On-The-Job Training
  - Database for recordkeeping

- ITS installs a simple ICAO compliant inspector training program at a CAA
ITS System: Only 2 Training Profiles!

Operations Inspectors

- Principal
- Dispatcher
- Cabin Safety

Airworthiness Inspectors

- Avionics
- PEL
- Supervisor

Ten Possible Job Specialties!
ITS = Performance Based Training

### Operations Inspector Training Profile

<table>
<thead>
<tr>
<th>Job Function</th>
<th>Duty</th>
<th>OPS Task #</th>
<th>Task Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.0 Surveillance</td>
<td>3.000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.001</td>
<td>Plan a Straight Ramp Inspection</td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.002</td>
<td>Conduct a Straight Ramp Inspection</td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.003</td>
<td>Conduct Airplane Ramp Inspection</td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.004</td>
<td>Conduct a Cabin En Route Inspection</td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.005</td>
<td>Conduct a Cockpit En Route Inspection</td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.006</td>
<td>Inspect a Line Station Operation and Facilities</td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.007</td>
<td>Inspect Trip Records</td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.008</td>
<td>Inspect Crew &amp; DCC</td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.009</td>
<td>Inspect a Check A</td>
</tr>
<tr>
<td>Surveillance</td>
<td>Air Operator</td>
<td>3.010</td>
<td>Inspect a Main Operations</td>
</tr>
</tbody>
</table>

427 Possible Job Functions
Ops 247 / AW 180

Each Described in ITS Job Task Analysis
ITS = Performance Based Training

<table>
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<tr>
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<tbody>
<tr>
<td>3.0 Surveillance</td>
<td>3.000</td>
<td></td>
<td>Structured OJT on Assigned Tasks</td>
</tr>
</tbody>
</table>

Formal Course Name: Air Operator Surveillance
Formal Course Number: 3001

- Surveillance Air Operator 3.001: Plan a Surveillance Work Program
- Surveillance Air Operator 3.002: Conduct an Ultralight Ramp Inspection
- Surveillance Air Operator 3.003: Conduct Airplane Ramp Inspection
- Surveillance Air Operator 3.004: Conduct a Cabin En Route Inspection
- Surveillance Air Operator 3.005: Conduct a Cockpit En Route Inspection
- Surveillance Air Operator 3.006: Inspect a Line Station Operation and Facilities
- Surveillance Air Operator 3.007: Inspect Trip Records
- Surveillance Air Operator 3.008: Inspect Crew & Discretion
- Surveillance Air Operator 3.009: Inspect a Check A
- Surveillance Air Operator 3.010: Inspect a Main Operations

Described in ITS OJT Guide
# ITS Training Profile

## Operations Inspector Training Profile

<table>
<thead>
<tr>
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<th>Task Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.0 Surveillance</td>
<td></td>
<td>3.000</td>
<td></td>
</tr>
</tbody>
</table>

**Formal Course Name:** Air Operator Surveillance - Operations  
**Formal Course Number:** 3001

- Surveillance  | Air Operator    | 3.001 | Plan and perform surveillance activities                                           
- Surveillance  | Air Operator    | 3.002 | Perform surveillance activities                                                    
- Surveillance  | Air Operator    | 3.003 | Conduct surveillance activities                                                    
- Surveillance  | Air Operator    | 3.004 | Conduct surveillance activities                                                   
- Surveillance  | Air Operator    | 3.005 | Conduct surveillance activities                                                   
- Surveillance  | Air Operator    | 3.006 | Inspect a Line Station Operation and Facilities                                    
- Surveillance  | Air Operator    | 3.007 | Inspect Trip Records                                                              
- Surveillance  | Air Operator    | 3.008 | Inspect Crew & Dispatch Records                                                   
- Surveillance  | Air Operator    | 3.009 | Inspect a Cessation                                                              
- Surveillance  | Air Operator    | 3.010 | Inspect a Mission                                                               

- Tasks Grouped Together Under Associated Classroom Courses
- Described in ITS Formal Course Standards
ITS Training Profile

Principal PD Requires 5 Courses:
- Indoctrination
- Air Operator Certification
- Inspections
- Licensing
- Compliance & Enforcement
Training Required

Training Category

Formal Course
Described in Formal Course Standards

3.0 Surveillance
Formal Course Name: Air Operator Surveillance - Operations
Formal Course Number: 3001

Job Tasks
Described in JTA

Surveillance Air Operator 3.001 Plan a Surveillance Work Program
Surveillance Air Operator 3.002 Conduct an Ultralight Ramp Inspection
Surveillance Air Operator 3.003 Conduct Airplane Ramp Inspection
Surveillance Air Operator 3.004 Conduct a Cabin En Route Inspection
Surveillance Air Operator 3.005 Conduct a Cockpit En Route Inspection
Final Inspector Qualification =

Inspector must complete both:

1. Formal Training Course
2. On-the-Job Training

for a Job Task before given the authority
to accomplish that Job Task without
supervision.
5 ITS System Components

1. ITS Program Guide
2. ITS OJT Guide
3. ITS Formal Course Standards
4. ITS Job Task Analysis
5. ITS Training Record Software
1. ITS Program Guide

- A comprehensive guide describing the ITS training process
- Training Profiles for OPS & AIR
- 10 Position Descriptions
2. ITS OJT Guide

- Detailed procedures for the conduct of On-the-Job-Training
- 3-Phase OJT system implementation
- 3-Levels OJT delivery process
- Instructions for Training Record software
3. ITS Formal Course Standards

Describes the minimum requirements for all formal classroom style inspector training courses.
4. ITS Job Task Analysis

- Detailed description of each inspector job function.
- Separate JTAs for OPS and AIR.
- Includes supporting documentation and step-by-step subtasks.
5. ITS Training Record - Software

- Microsoft Access.
- Permanent record of all training completed.
- For OPS & AIR inspectors.
- Automated reports for managers!
# ITS Training Record

## Worksheet or Software!

### Operations Inspector Training Profile Worksheet

**Inspector Name:** Darla Mapoze

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Planned Date</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.001</td>
<td>Employee benefits</td>
<td>20 Oct 09</td>
<td>20 Oct 09 SPF</td>
<td>21 Oct 09 SPF</td>
<td>22 Oct 09 SPF</td>
</tr>
<tr>
<td>1.002</td>
<td>Time and Attendance</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.003</td>
<td>Employee Training and Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.004</td>
<td>Office Communications</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.005</td>
<td>Computer Systems</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.006</td>
<td>Managing Resources</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.007</td>
<td>Employee Ethics</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.008</td>
<td>Labor Unions</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.009</td>
<td>Conduct and Discipline</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.010</td>
<td>Travel</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.011</td>
<td>Security</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Formal Course Name:** New Employee Orientation  
**Formal Course Number:** 1001

**Date Completed:** 15 October 2009
ITS Training Course

- 10 Days
- For managers & OJT instructors
- ICAO Requirements
- ITS System
- ITS Components
- Recordkeeping & Reports
- OJT Process
Inspector Training System

- Complete system
- New hire to retirement
- All necessary components
- Built on best practices
- Complies with ICAO
- Complies with IASA
1. China, 2006
3. Colombia, 2008
5. Ghana, 2010
6. Afghanistan, 2011
8. Uganda/CASSOA, May 2011
9. Tanzania, Rwanda, Burundi, June 2011
10. COSCAP-CIS, September 2011
11. Saudi Arabia, October 2011
12. All BAG States, 2012
13. All SADC States, 2012
14. Open enrollment: Croatia, Jamaica
15. Six courses scheduled 2013
Contact:

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FAA Academy International Training
dave.macdonald@faa.gov
FAA Academy
International Training Division

Inspector Training System

Thank You!