



ICAO COSCAP SEA



This project is funded by the European Union and implemented by FASA.

**ICAO COSCAP- SEA & EASA
Audit Techniques & Practices for ANS Safety Oversight Course
24 – 28 August 2026, Bangkok, Thailand**

SYLLABI

Course ID: n/a	Course Title: Audit Techniques & Practices for ANS Safety Oversight	Course Duration: 5 Days
Mode: In-Person		
Description: The course is focussed on the practical application of ANS safety oversight procedures and the practice of audit techniques for the oversight of air navigation service providers (ANSPs).		
Target Participants: New ANS inspectors and inspectors under OJT, including ATM, CNS, AIS, MET, CHART, PANS-OPS and SAR sub-domains.		
Course Objectives: At the conclusion of the course, participants will be able to: <ul style="list-style-type: none"> ▪ Understand the principles of management systems in support of ANS regulatory compliance. ▪ Develop effective ANS State safety oversight systems. ▪ Understand the responsibilities of the main actors involved in ANS safety oversight. ▪ Be familiar with the auditing environment through group exercises and role-plays. ▪ Develop efficient surveillance programmes and plans. ▪ Implement RBO methodologies tailored to ANS safety oversight. ▪ Plan surveillance activities in ANS. ▪ Develop audit checklists for on-site activities, including the use of performance-based tools. ▪ Understand audit techniques necessary for obtaining evidence of compliance. ▪ Write non-compliances and observations efficiently. ▪ Write audit/inspection reports. ▪ Understand CAP management and follow-up audit processes. ▪ Understand enforcement and penalty mechanisms. 		
Prerequisites: Ideally, participants should have successfully completed the 'Safety Oversight for ANS – Basic.'		
Course Outlines: <ol style="list-style-type: none"> 1. Module 1. Introduction to ANS Audits and Inspections: <ol style="list-style-type: none"> a. Different types of auditing. b. Audit basics (ISO 19011 approach). c. Applicable audit/quality procedures. d. Main terms and definitions for ANS audits. e. Principles of auditing & auditor qualities. f. Use of AI tools. 2. Module 2. Surveillance Programme Management: <ol style="list-style-type: none"> a. Appreciate the need for audit planning. b. Differences between time-based vs risk-based surveillance. c. Tips to manage surveillance programmes and plans efficiently. 		



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- d. Safety oversight/regulatory audit and ad-hoc inspections.
- 3. Module 3. Audit Techniques (I). Audit Planning & Preparation:**
 - a. Audit planning and techniques to manage a good audit schedule.
 - b. Documentation review and communication with auditees.
 - c. Checklists development.
 - d. Templates and forms to be used during the planning activities.
- 4. Module 4. Audit Techniques (II). Conducting Audits:**
 - a. Interview techniques.
 - b. Audit protocols.
 - c. Issue of findings.
 - d. Drafting audit reports efficiently.
- 5. Module 5. Case Scenario:**
 - a. Simulated audit (classroom) or OJT activity at a real facility.
- 6. Module 6. Audit Techniques (III). Post Audit Activities & Follow-up:**
 - a. Management and follow-up of findings.
 - b. CAP assessments.
 - c. Follow-up audits.
 - d. Enforcement and penalties mechanisms.

Note: The activity is open to ANS inspectors from all sub-domains. All participants will follow the same theoretical content, while the practical exercises will be tailored to each specific domain.

Number of participants (maximum): 30

Course Evaluation: above 80% Attendant and pass examination (70%)



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MODULE ITEM #	SUBJECTS
Day 1 (24 AUG 2026)	
1	Introduction to ANS Audits and Inspections
2	Surveillance Programme Management
Day 2 (25 AUG 2026)	
3	Audit Techniques (I). Audit Planning & Preparation
Day 3 (26 AUG 2026)	
4	Audit Techniques (II). Conducting Audits
Day 4 (27 AUG 2026)	
5	Case Scenario: Simulated Audit
Day 5 (28 AUG 2026)	
6	Audit Techniques (III). Post Audit Activities & Follow-up